



ANNUAL REPORT
OF THE TRUSTEES
OF THE
PUBLIC LIBRARY
OF THE
CITY OF BOSTON.

1896.

BOSTON :
MUNICIPAL PRINTING OFFICE.
1897.

TO HIS HONOR JOSIAH QUINCY,
Mayor of the City of Boston :

SIR: In compliance with the ordinance which requires the Trustees of the Public Library to make an annual report of its condition, they present the following as their forty-fifth annual report for the year ending January 31, 1897.

As the annual return which the Librarian is directed to make to the Trustees gives such complete and instructive information touching every department of the library, and exhibits so fully all the details of its management, they beg leave to adopt this return as part of their own report; otherwise, this communication would be largely a repetition of what the Librarian has so well stated.

The Trustees earnestly advise a careful consideration of his report, not only by the city government but by all who are interested in the success of the library and desire that it should fulfil the expectation of its founders, and become a great library, not only for general readers, but for students, scholars, and scientists.

A repetition of some portions of his report, however, may be desirable.

The ordinance touching the annual report of the Trustees specially directs them to state the "condition of the library, the number of books added thereto during the year, the reports of the Committee for the examination of the library, and the total amount of money received from fines and sales."

Our library system has been greatly enlarged, so that it now comprises:

The Copley Square Central Library and the branch libraries at

Brighton,	Roxbury,	
Charlestown,	South End,	
Dorchester,	South Boston,	
East Boston,	West End,	
Jamaica Plain,	West Roxbury,	
Mattapan,	} Reading Rooms.	
Mt. Bowdoin,		
North Brighton,		
Lower Mills,		

Besides these 14 branches there are 12 delivery stations, having daily interchange with the Central Library.

Besides these, 13 engine-houses receive each 25 volumes every month, and, in addition, deposits are sent to the Cottage place School, to the North Bennet-street Industrial School, and to the Tyler-street Vacation School.

We would remind the citizens that the Central Library is open every day in the year, except on four of the legal holidays, and the West End branch is open every day except on all the legal holidays.

The number of books added to the library during the year was 33,468.

On the 31st of January, 1896, there were in the Central Library and branches, 628,297 volumes, of which 469,874 were in the Central Library. On the 31st of January, 1897, the number in all the departments was 663,763, of which 492,901 were in the Central Library.

As the Trustees are charged with the duty to "adopt such measures as shall extend the benefits of the institution as widely as possible," so that the people may acquire the "wisdom and knowledge which in the Bill of Rights are declared to be necessary for the preservation of their rights and liberties," it is most important to know if the citizens are using the library as much as they should; if the love and habit of reading increases, and if the books, giving instruction, and diffusing "wisdom and knowledge," as well as mere pleasure, are generally read. We may be proud of the architectural charms of our library building, and find delight in its artistic decorations, but if the institution does not accomplish the work for which libraries are designed it is not a success.

It is gratifying to know that there is no doubt in the matter. The Librarian's report shows not only great increase in the circulation of the books for home use, but great increase in the number of readers in the Central Library and the several branches. It also shows great increase in the use of books therein by students, and those engaged in literary and scientific work.

The circulation for home use from the Central Library increased from 251,561 in 1895, to 285,560 in 1896; 60,175 volumes were issued from the children's room at the Central Library, an increase of many thousand volumes. As no record is kept of the hall use of books in the Central Library no accurate statement can be made of the number of readers there, but it is known to be large; nor can we state the number of volumes taken from the shelves to be read. There are over 100,000 books which may be so taken without a call slip, and we can safely say that such use is very great. At times nearly every seat in Bates Hall is occupied, and often nearly 300 readers are seen busy there, with note book and pencil.

The report of the Librarian shows that the number of "active" (live) cards outstanding January 31, 1897, is 45,606, against 34,842 February 1, 1896,—a gain of 10,764 card-holders during the year, and also that there is a greatly increased use of books "on the Fine Arts in connection with lectures, classes and topical work generally."

Our newspaper-room attracts a large and increasing number of readers. We have 318 papers; 111 are published abroad, 207 in the United States, and 85 in foreign languages. On the average, 225 papers are received daily. It is apparent that such reading is well appreciated by our citizens.

All these facts show, beyond a doubt, this gratifying result, that the use of books increases greatly, and that the habit of reading constantly grows. We need have no fear that the library is not doing and well doing the work for which it was established.

The Trustees would call attention to an important change in the administration of the stations by the extension of the "deposit" system.

Deposits of about 300 volumes are sent to each station, placed on shelves accessible to the public, and circulated directly from the station. These deposits are changed from time to time. This system has resulted in the increase of the circulation through stations from about 40,000 books in 1895-96 to more than 120,000 in 1896-97. Notwithstanding

this increased circulation through deposits, the demand for Central Library books on cards sent from stations, has not decreased.

The number of books sent out on deposit during the past year was 11,962; the number at this time on deposit is 3,906.

The books for deposit use are either withdrawn from the Central Library collection, or bought expressly for the purpose. Unless the former are duplicates, they must necessarily sometimes be recalled from deposit at much inconvenience and trouble, but it is hoped that we shall ultimately have enough "regular deposit" books to meet all demands.

As reference has been made in previous reports to complaints of delays in getting books, it is gratifying to know that present methods have somewhat obviated the evil. The Librarian says the pneumatic tubes and the book railways now work with more certainty, and thus relieve a prominent cause of delay; furthermore, the attendants are better trained for their work. Without doubt, however, much of the delay results from the fault of readers. During the year investigation showed that on 505 application slips the name of the applicant was omitted; on 1,163 slips the number of the reader's table was omitted. In 7,066 cases, applicants were not to be found at the table to which it was requested the books should be brought. Still, there are delays which should, if possible, be remedied; but the chief of the Issue Department thinks they are largely caused by "certain inconveniences in architecture and classification, and to incompleteness in the catalogues and shelf-lists, which have not been brought to correspond with changes in the shelves."

The Trustees and the Librarian appreciate the importance of reducing all delays to a minimum, and their constant attention will be given to such improvements as may enable all readers to receive promptly their books.

In May, 1896, a system of inter-library loans was adopted, by which certain libraries had the privilege of drawing our books for specified uses, with the guaranty for their safe return. Rules were made to carry out this system, and during the year 63 volumes were loaned to certain libraries of the Commonwealth. As care is taken that no loss or damage to the books can occur from such loans, and as only such books as can be spared without inconvenience to our own readers are loaned, the Trustees believe this comity will be generally approved.

Our library is indebted to the Commonwealth for the gift of a large part of the valuable land upon which it

stands; and if we can requite the obligation by allowing its people outside of Boston to enjoy some of our books through inter-library loans, without prejudice to our own citizens, and without injury to the library, we believe it is proper to do so.

In order to direct the reading public to sources of information relating to topics of current interest, the Trustees have sought to set on foot a plan for the publication in the daily papers of short lists of titles which may be profitably consulted by persons seeking trustworthy statements about subjects which, from time to time, become matters of public interest. In this effort the co-operation of several of the daily papers has been secured, and it is hoped that, as the educational value of the plan becomes more apparent, a wider publication of such lists may appear practicable.

Many donations have been made to the library during the year, some of them of great importance. They are fully set forth in the Librarian's report. As evidence of the great interest of our citizens in the success of the institution, they have peculiar value. It is matter for congratulation that this interest has extended beyond state lines, and led Miss Victorine Thomas Artz, of Chicago, to make the generous gift of \$10,000 as a fund for the purchase of rare editions of classic writers, to be known as the Longfellow Memorial Collection. The Trustees indulge the hope that these gifts will stimulate other friends of the library to make like benefactions. We need additional endowments; we need more means to make this library what it should be,—to make it properly represent the culture and intelligence of this community. If the citizens could realize how deficient it is in many respects, and what is required for the supply of these deficiencies, it cannot be doubted that the necessary means would be forthcoming, either from the City Government, or from the private donations of the public-spirited and patriotic.

The Trustees would remind the friends of the library that out of the annual appropriation of \$225,000, but \$25,000 could be appropriated to the purchase of books. Administrative expenses increase so much that, with an income of \$250,000, not more than this amount is available for books. Now, for a city of half a million of inhabitants, \$25,000 a year barely suffices for the more popular departments of literature. It does not suffice for the multiplication of copies of popular books required for so many readers, spread over so large an area. The fact that last year 57 per cent of the applications through the branches and stations for

books from the Central Library were fruitless, indicates the present need of such multiplication of copies; to provide these, and the necessary additions of current publications, \$25,000 per year is very inadequate. The moneys needed to supply the wants of specialists must be obtained by private gifts. If the library is to maintain its reputation as one for the scholar and specialist and increase in usefulness, *it must be further endowed*. The total annual income of the Trust Funds is less than \$9,000, and a large part of this is restricted. Nine thousand dollars per year is practically exhausted in supplying the most important of the current publications to which the city funds will not extend. When, therefore, opportunities occur for the purchase of special collections which are occasionally put on the market, the Trustees are powerless in the matter. We should improve such opportunities if we would build up a great reference library.

The Trustees earnestly desire to remove any impression which may exist that the library is rich in endowment, or that the appropriations from the city can do more than provide for the miscellaneous literature of the popular sort. The library should have a reserve fund for emergencies.

The city has erected for the library a noble building; but the moneys it provides for its maintenance must be directed to the educational needs of the great mass of citizens. The funds required to enable the institution to render the service which a great reference library can perform for the higher scholarship must be contributed, as we have said, by individuals.

As the Librarian gives in his report a full statement of the financial condition of the library, its income and expenditures, reference thereto will give information in the matter; but as many may not closely examine his statement, and as it is important that the government and the citizens should fully understand what we have received, and what we have disbursed in the administration of the library, the Trustees repeat in condensed form what has been so minutely set forth by him:

The total income of 1896, from all sources	
was	<u>\$272,842 87</u>
Made up as follows:	
The General Appropriation of that year	<u>\$225,000 00</u>
Amount carried forward	\$225,000 00

<i>Amount brought forward,</i>	\$225,000 00
The Trust-Funds income for 1896, and the unexpended income previous to 1896, from Trust Funds	30,712 20
The Miscellaneous income derived during the year from fines, sales of library publications, rents of Old Library building, and receipts, other than those above stated	17,130 67
	<hr/>
	\$272,842 87
The gross expenditures during 1896, including the cost of maintaining the branches, reading-rooms and stations were	243,366 81
	<hr/>
Balance	\$29,476 06
These expenditures were made —	
From General Funds	\$231,525 33
From Special Funds	11,820 32
From Exchange Account	21 16
	<hr/>
	\$243,366 81

The above balance of \$29,476.06 is largely income from Trust Funds, restricted to the purchase of books, and not to be used for other purposes.

The amount of such restricted income is	\$22,929 77
The Todd Fund, applicable only to the purchase of newspapers, makes a part of said balance. It amounts to	2,950 10
	<hr/>
Balance of income, applicable to general purposes	\$3,596 19
The increase of general expenditures in 1896 over those of 1895 was	\$22,917 28
The increase in the cost of maintaining branches, reading-rooms and stations in 1896 over those of 1895 (included in the increase of general expenditures) was	\$14,788 16

The largest items of increased expenditures were those of *Books and Salaries*.

The increase in expenditures for books from city appropriations alone was \$7,550.07.

The increase in salaries is "accounted for in part as contract increases under the graded system, and in part as expenditures for departments of work either newly undertaken, or not forming a full year's liability in 1895."

SPECIAL APPROPRIATIONS.

The Balance of the Building Appropriation

February 1, 1896, was	\$139,983 17
Expenditure in 1896	50,502 00
Balance	<hr/> \$89,481 17

Against this balance are contract liabilities amounting to \$92,002.08.

There are also claims amounting to over \$8,000; making a deficit of \$10,521.81, for which there is no present provision.

The balance of the Furnishing Appropriation

February 1, 1896, was	\$41,339 92
Expenditures in 1896	16,799 96
Balance	<hr/> \$24,539 96

which is less than will be required for the adequate furnishing of this building.

The alterations and repairs on the West Church property on Cambridge street were completed during the year, and we now have a building well adapted for a branch library. It is in every way the most attractive and the most complete of all the branches.

During the year nearly \$3,000 have been expended in repairs and for furniture at the different branches.

The Trustees regret to say that a large sum is required to put the East Boston branch in proper condition, to repair the building in which it is located, and furnish the necessary equipment; that the cost is wholly beyond their means, and a special appropriation must be made for the work. East Boston is remote from all other library facilities, and the demands of its 42,000 inhabitants for improved library accommodation, for larger rooms, more suitable furniture and better books have been so great and so generally recognized, that in July last an order was introduced into the City Council for a loan of \$75,000 to be expended on this branch, but the order failed to be enacted.

In September last the Building Committee of the School Board requested the Trustees to remove the South End

Branch from its quarters in the basement of the High School building on Montgomery street, as the room was needed for school purposes.

The Trustees, having no funds for the purchase of a building elsewhere for this branch, proposed to discontinue it, as proximity to the Central Library seemed to make a branch in the High School building unnecessary; but a petition having been received, signed by several hundred residents of the vicinity, protesting against such discontinuance, and demanding the retention of the branch where it was, until another location could be secured, the Trustees decided to take at present no further action in the premises. They hope if the South End Branch is to be maintained, the means for the purpose will be supplied by the government.

The Trustees would draw attention to the need of an appropriation for certain additional work at the Central Library, which may be considered as "Construction," and therefore properly chargeable to Construction Account.

One hundred thousand dollars, at least, are needed for these purposes. It was not to be expected, when the designs of this great library building were made, that everything needed for the accommodation of the institution could be foreseen and supplied. Experience was required of new and developing uses.

We would refer to some of these unanticipated demands.

It was found that the heating apparatus was insufficient to warm certain parts of the building. This defect could not have been foreseen when the plans of the apparatus were made, because certain structural peculiarities in the building presented conditions affecting the efficiency of the apparatus which could not be taken into account at the outset of the plan.

The scheme for ventilation, notwithstanding the time and study given to it by its designer, proved wholly inadequate for the desired result, and we were compelled to expend largely in improving it.

The apparatus is not yet what it should be; and further moneys are required to perfect it.

We were obliged to purchase an auxiliary engine and dynamo for heating, lighting and power purposes. New wiring for electric lights in the periodical and other rooms was required; also, additional fixtures for the delivery room, the children's room and other departments. Standard lamps were needed for the bookcases in Bates Hall. The cost of them was \$1,400.

Certain work should be done on the roof platform and other part of the exterior of the building, which is properly "construction," and chargeable to Construction Account and not to Maintenance.

Two freight elevators are greatly wanted for the convenient performance of the work of the library.

Certain portions of the building, which have never been completed, should be fitted up for administrative purposes. A large room over the bound newspaper-room should be prepared as a duplicate room, and nearly half the basement fitted for storage shelving, and other library accommodations.

As the room occupied by the patent collection is wanted for a reading room, a gallery floor must be put up in the newspaper-room for the accommodation of this collection.

The ceiling of the delivery room has never been finished, and, if it is to be made as designed, to correspond with the rest of the room, the cost will be large.

Certain important changes, involving considerable expense must be made in some of the administration rooms, especially in the branch rooms, where facilities were made for sending out only about 5,000 volumes a year; but now there should be provision for sending out at least 300,000. This change would require the remodelling of one of the stack floors at much expense. The domed rooms, those occupied by the Barton-Ticknor and Fine Art collections, should have lights around the domes.

The convenience of the public would be greatly served by a complete system of clocks throughout the building; but the Trustees have no funds for such purpose.

The above are only some of the needs of the library; many more and pressing ones might be named, which daily experience shows are made indispensably requisite by the growth of the library, the constant increase in numbers of those who use it, and the development of new uses.

None of these or other necessary improvements can be met from our annual appropriations, which are barely sufficient for maintenance. We should have a further special "Building Appropriation."

Of late, when an item of such work, properly chargeable to "Construction," has been so pressing that it cannot be delayed, we have been compelled to borrow for the time the means for payment from our Furnishing Appropriation to be returned hereafter.

The Trustees are able to report that the eight panels which M. Puvis de Chavannes had engaged to paint for the

decoration of the Staircase Hall, have been finished, as also the work of Mr. Garnsey on the ceiling, required for the completion of the designs of the great artist. In the judgment of those who may be considered experts these mural decorations are considered a great success, and add largely to the æsthetic claims of the building. They are evidently enjoyed by the citizens, since large numbers of persons come daily to see them.

Among the gifts to the library during the year 1896 was the Macmonnies group, known as the Bacchante, and presented by the architect, Mr. McKim, as a decoration for the fountain in the centre of the courtyard. Its exhibition has led to a discussion of its fitness for that place, and the Trustees still have the matter under consideration.

The Committee appointed by the Trustees to examine the library during the past year consisted of John L. Bates, Borden P. Bowne, Everett W. Burdett, Helen Cheever, Joseph J. Corbett, Hasket Derby, George M. Garland, Heloise E. Hersey, John E. Hudson, Emma Hutchins, John J. McNulty, Leighton Parks, Azariah Smith, Caleb B. Tillinghast, and Barrett Wendell.

Their full report, with its valuable comments and recommendations, is appended hereto. As the date of their report coincides with the date of this, the Trustees will not attempt a present discussion of these recommendations, but will content themselves with noting here their appreciation of the care, interest, and public spirit with which the Committee has done its work.

During the year our esteemed co-Trustee, Gen. Francis A. Walker, died. Although he served but a few months, his deep interest in the library, his great love of letters, and his large experience as an educator, made his opinions and suggestions touching the execution of our trusts most valuable.

The institution has lost in him a warm friend and advocate, and the Trustees a useful and pleasant associate.

FREDERICK O. PRINCE,

President.

JOSIAH H. BENTON, JR.

HENRY P. BOWDITCH.

JAMES DE NORMANDIE.

SOLOMON LINCOLN.

February 1, 1897.

Adopted.

Attest:

HERBERT PUTNAM, *Clerk.*

RESOLUTIONS ON THE RETIREMENT OF
SAMUEL CARR.

[A Trustee June 24, 1895—April 30, 1896.]

IN BOARD OF TRUSTEES,
June 19, 1896.

As Mr. Samuel Carr has ceased to be a Trustee of the Public Library by reason of the expiration of his term of office, his associates on the board desire to express and record their appreciation of his valuable services. It is therefore

Resolved, That Mr. Carr, by his faithful and successful discharge of his official duties, is entitled to the gratitude of the citizens and the friends of the library.

Always manifesting deep interest in his trust, he was constant in attending our meetings and ready at all times to perform his share of the work. To the many important matters specially referred to his consideration he gave faithful attention, exhibiting therein excellent judgment and great executive ability.

His thorough knowledge of business principles and methods enabled him to render valuable assistance to the Board, and made his work useful and beneficial.

Resolved, That the Trustees gratefully accord to him the freedom of the alcoves, with the customary privileges.

RESOLUTIONS' ON THE DEATH OF
FRANCIS A. WALKER.

[A Trustee May 4, 1896 — January 5, 1897.]

IN BOARD OF TRUSTEES,
January 15, 1897.

Resolved. That the Trustees of the Public Library have lost in Gen. Francis A. Walker an esteemed and valuable associate. Although his term of service was short — being less than a year — his deep interest in the library as an instrument of public instruction, his ardent love of letters, and his great experience as an educator, made at once his suggestions and judgment, touching the many questions affecting the administration of the important trusts reposed in this Board, of great value.

Being so well equipped for the work, it is most unfortunate, for the interests of this great public institution, that he was not permitted to continue longer as a supervisor.

General Walker was a very remarkable man, eminent as a soldier, an educator, a writer, a lecturer, and a scientist. His great interest in public questions, especially those relating to economics and finance, his studious habits, his extraordinary capacity for work, his contagious enthusiasm in the prosecution of whatever he undertook, endeared him to the citizens and made his death a public loss.

His industry and public spirit enabled him to respond to constant calls to serve as member and manager of many scientific, literary, educational, and other organizations. As he was not impeded by weight of years, and apparently possessed great physical vigor, there was reason to believe his career of usefulness would be long. But it was otherwise ordained.

Multis ille bonis flebilis occidit.

LIBRARIAN'S REPORT.

To the Trustees :

I have the honor to submit my report for the year 1896.

By reason of the change in the statistical year 1895, which brought it into accord with the fiscal year, the statistics given in last year's report represent a period of thirteen months. This is to be regarded in comparing the statistics given in this report (which embrace the twelve months ending January 31, 1897) with those given in the report for 1895.

Since February 1, 1896, there have been added to the operating departments of the library one branch library (the West End), and three delivery stations of the deposit type. To seven of the existing stations, one branch and two reading rooms, the deposit feature has been added. This addition, with a change in method of compensation, has so enlarged the scope of service in the case of these stations as to entitle them to be re-classified. West Roxbury, formerly classed as a mere delivery station, is now ranked as a branch, having a permanent collection of some 4,000 volumes. On January 31, 1897, the library system comprises :

The Central Library, Copley square.

Two branch libraries (Brighton and West End) in separate buildings, owned by the city, and exclusively devoted to library uses.

Six branch libraries (Charlestown, Dorchester, East Boston, Jamaica Plain, South End, and West Roxbury), in city buildings in part devoted to other municipal uses.

One branch library (Roxbury), in a separate building devoted solely to the uses of a Public Library, but in which the City Library is the lessee of a private library association.

One branch library (South Boston), occupying rented rooms in a building devoted for the most part to commercial uses.

Four branch reading rooms (Lower Mills, Mattapan, Mt. Bowdoin, and North Brighton).

Ten delivery stations (B, G, H, J, M, N, P, Q, R, S), with the "deposit" feature, one of which (Station S) is maintained without present expense to the library for rent or services of custodian, one of which (Station P) is in a rented store, in charge of an employee on the library pay-roll,

and eight of which are in stores, whose proprietors, with one exception, give space, heat, light and service for a compensation based on the number of books circulated by them ; and two delivery stations (E and K), of the old type, through which cards and books are issued from the Central Library, and whose proprietors receive a fixed compensation of \$250 per annum. This method of compensation still applies to Station H also, although now a deposit station.

The delivery system of the library (a daily interchange with the Central Library) extends to all of the above 26 branches, reading rooms, and stations, the transportation being effected by the two library teams, save in the case of seven, where local expresses are employed. The regular delivery system has since November 15 comprised, further, a monthly delivery of a box of books to each of 13 fire companies, and since January 25, 1897, a delivery twice each week to the Hancock Grammar School, on Parmenter street.

The Central Library has been open every day in the year, except June 17, July 4, September 1 (Labor Day), and Christmas. On the other legal holidays (Washington's Birthday, Patriots' Day, Memorial Day, and Thanksgiving Day), the Central Library was open as on Sundays, that is, from 2 until 10 P.M., in all departments directly serving the public. Of the branches, the West End has been open on Sundays during these same hours throughout the year ; and the Charlestown, East Boston, and South Boston branches between March 15 and April 26, inclusive.

FINANCE.

The Auditor's statement (Appendix I. of this report) shows fully the receipts and disbursements of this department during the fiscal year.

INCOME.

The following figures, drawn from the Auditor's statement, indicate income applicable to maintenance and purchase of books :

General appropriation for 1896	\$225,000 00
Miscellaneous income, including receipts from fines, sales of library publications, rentals of old library building, exchange accounts, interest and balance from 1895	17,130 67
Trust Funds : Income and balances	30,712 20
	<hr/>
	\$272,842 87

Under Trust Funds above, the figures include the Todd Fund (balance \$2,776.25, income \$2,000), for the Newspaper Room. They include also funds (*e.g.*, the Harris Fund, balance \$3,688.21, income \$300), the income of which is restricted to a narrow area of purchase.

Not, of course, included under Income, are two principal sums, representing endowments, which have become available during the year. These are: the sum of \$10,000, given by Miss Victorine T. Artz; and the sum of \$2,500 bequeathed by Charles Mead, Esq. The Mead Fund has already been invested, and the income to January 31, 1897, is included above. The Artz Fund has not yet (February 1, 1897) been invested. (Since invested in City of Boston bonds.)

EXPENDITURES.

General appropriation: In addition to the detailed statement of expenditures for the year 1896, Appendix I. gives a comparative exhibit of the expenditures of this and of the preceding year distributed under the several accounts. This shows that the expenditures met by the general appropriation, supplemented by the revenue from the old building and receipts from fines and sales, were:

In 1896	\$231,525	33
In 1895	208,608	05

Increase in general expenditures	.	.						\$22,917	28
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The cost of maintaining the branches, reading rooms, and stations is included in the above. This item was:

In 1896	\$62,785	39
In 1895	47,997	23

Increased expenditure for Branches, Reading Rooms, and Stations in 1896 over 1895	.							\$14,788	16
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At the Central Library increases in certain items were offset by decreases in others. The items of largest increase were books and salaries. The expenditures for books and periodicals from city appropriations alone were \$7,550.07 greater in 1896 than in 1895. The increase in salaries is accounted for in part as contract increases under the graded system, in part as expenditures for departments of work either newly undertaken or not forming a full year's liability in 1895.

The above totals are exclusive of—

Expenditure for books, purchased with income of Trust Funds	\$9,590 82
Expenditure for newspapers from the Todd Fund	1,826 15
Expenditure for books and periodicals from miscellaneous gifts	403 35
	<hr/>
	\$11,820 32

The gross expenditures for the year 1896, to be compared with the gross income (\$272,842.87), noted above, were therefor:

General funds	\$231,525 33
Special funds as above	11,820 32
Exchange account	21 16
	<hr/>

Total expenditures \$243,366 81

An available balance on February 1, 1897, of \$19,346.90 is made up as follows:

Applicable to general purposes	\$3,596 19
Applicable to newspapers (Todd Fund)	2,950 10
Applicable to the purchase of books:	
Nominal balance	
(mainly Trust Funds)	\$22,929 77
Less bills in hand and outstanding orders, \$2,140 95	
Less reserve for continuations	4,000 00
Less C. Harris Fund 3,988 21	10,129 16
	<hr/>
	12,800 61
	<hr/>
	\$19,346 90

SPECIAL APPROPRIATIONS.

Those with existing balances are the Building appropriation (construction of new Library Building) and Furnishing appropriation (new building). The Auditor's Exhibit shows:

Building appropriation: Balance February 1, 1896	\$139,983 17
Expenditures 1896	50,502 00
	<hr/>
Balance	\$89,481 17
Against which are contracts amounting to	\$92,002 08
And claims amounting to over	\$8,000 00

The apparent deficit, if not otherwise provided for, must be met out of the balance of the Furnishing Appropriation by reimbursement on account of furnishings hitherto charged to the Building appropriation. Much work, however, properly chargeable to Construction, still remains to be done. The above figures take account of the amount (\$3,280.14) deducted from the I. P. Morris contract as a penalty for demurrage on the engines.

Furnishing appropriation: Balance February,	
1896	\$41,339 92
Expenditures 1896	16,799 96
	<hr/>
Balance	\$24,539 96

which is likely to be fully exhausted by work either already contracted for or projected.

BUILDINGS AND EQUIPMENT.

CENTRAL LIBRARY.

To the power plant at the Central Library has been added an auxiliary engine of 50 h. p. capacity, directly connected with a 40 K. W. dynamo. This carries the entire load from 6 A.M. until about 4 P.M., when the burden has to be shared by one of the large (150 h. p.) engines. This new engine thus combining with one of the large engines enables the ventilating fans to be run throughout the library day, instead of as heretofore only until 6 P.M. A change has been made from the 220 volt to a 110 volt system throughout, and the equalizer necessary with the larger voltage abolished. This has necessitated the rewinding of the dynamos and the substitution of 110-volt for 220-volt motors throughout the system.

To the heating apparatus have been added 2,150 feet of radiating surface on the Special libraries floor, and 366 feet in the newspaper room and bindery. With these additions, there has been no difficulty in keeping at a comfortable temperature these rooms, part of which during last winter were at times uninhabitable.

The following statistics have been so frequently called for by other institutions that I include them here. Some of them repeat, others correct, certain of the figures given on page 17 of the last report:

Area of land (as given in 1892 report) . . .	64,844 sq. ft.
Area of courtyard (approximate) . . .	12,075 sq. ft.

Outside dimensions of building (1892 report) —

Front on Dartmouth street and rear	225 ft.
Front on Boylston street	228 ft.
Front on Blagden street	228 ft.
Height from street level to top of cornice	68 ft.
Height from cornice to ridgepole	22.9 ft.
Cubical contents (building alone as estimated February, 1897) (approximate), 3,315,689 cu. ft.	

Floor area: Rooms open to

the public 51,030 sq. ft.

Other rooms 59,324 sq. ft.

Basement (cemented) 34,399 sq. ft.

Total floor area 144,753 sq. ft.

Heating: Radiating surface 30,000 sq. ft.

Lighting: 3,200 sockets for electric lights (wired for 3,500).

Ventilation: 2 fans: Intake (18 ft. in diameter) and exhaust.

Boilers: 3 — 100 h. p. each, of which one always in reserve.

Engines: 2 tandem compound, 150 h. p. each; 1 Cross compound, 50 h. p.

Dynamos: 2 — 100 K. W. Siemens-Halske, 110 volt; 1 — 40 K. W. Siemens-Halske, 110 volt.

Motors: 1 — 15 h. p.

1 — 8 h. p.

1 — 5 h. p.

3 — 2 h. p.

2 — 1 h. p.

NOTE. The removal of the book railway from the special libraries floor puts out of use the 6 h. p. motor installed for its operation.

Steam Pumps: 2 boiler feed; 1 elevator; 2 fountain; 1 low pressure, for ejecting water.

Air compressor for pneumatic tubes.

Elevators: 1 passenger, 2,500 lbs. lifting capacity; 7 book elevators, operated by one motor.

Coal consumed: 1896 (approximate), 1,345 tons.

During the year a room near the Newspaper Reading Room has been equipped with shelving for bound newspapers. The room has a floor area of but 1,160 feet square, out of which space must be left for readers. But its height admitting of two tiers of cases, shelving has been contrived for some 3,000 volumes. The files least used will have to find accommodation in the basement: for these, shelving has yet to be constructed. The cases above have sliding shelves, to save the wear on the volumes in constant use. In the basement cases of a simpler type will suffice.

In the decoration of the building the most important event of the year has been the installation in October last, of the

eight panels, by M. P. Puvis de Chavannes, which, at the date of the last report, were yet to be delivered. These complete the contract of M. de Chavannes, and with the subsequent treatment by Mr. Garnsey of the ceiling of the Chavannes lobby, complete the decoration of the staircase hall.

• Works of art given, accepted, and placed during the past year have been: (1) The bronze bust of Oliver Wendell Holmes, by Richard Edwin Brooks. This was ordered by the Mayor of Boston, on authority of the City Council, and was paid for by the city. (2) The marble bust of John G. Whittier, by William Ordway Partridge, the gift of the sculptor. (3) A portrait in oils of George Ticknor at the age of forty. This is a copy of a portrait by Thomas Sully, painted in 1831, and was given by Miss Anna E. Ticknor. An interesting memorial, also, of Mr. Ticknor, is the large mahogany cabinet-desk used by him. This was given to the library by Mr. Ticknor's family after the death of Miss Anna E. Ticknor; and, with the portrait, has been placed in the Barton-Ticknor room.

In the section of the Fine Art Department, devoted to architecture, has been placed a memorial tablet to the late Eugène Létang. It is of bronze, in a setting of marble; was designed by Mr. William E. Chamberlin; was undertaken, designed, and erected under the auspices of the Boston Society of Architects, and bears the following inscription: "Born at Boulleret, France, in the Province of Berri; he came to Boston in 1871; for twenty-two years he taught architectural design at the Massachusetts Institute of Technology. In grateful memory of this loyal and faithful service this tablet is erected by his pupils and friends."

Permission has been granted to the Society of Architects to place in this room, on temporary deposit, a portrait of Edward C. Cabot, the first president of the society.

The Children's Room has become enriched by a collection of solar prints, enlarged under the direction, and at the expense, of Mr. Arthur Astor Carey, from photographs selected by him. They are suggestions for the decoration of school-rooms; and Mr. Carey has placed them on exhibition here, for the purpose of showing what may be done at a comparatively small cost to cultivate the artistic sense in school children. The cost of each print, framed and unframed, is indicated in a catalogue, copies of which may be had at the library on application.

The collection numbers some ninety prints, and comprises famous examples of sculpture, the "Venus of Milo," the

ERRATA.

Page 20, line 30, *for* faithful, *read* fruitful.

Page 23, line 2, *read* 663,763, of which 492,901.

Page 27, line 5, *for* Fellows', *read* Fellowes'.

Page 35, 8th and 4th lines from the bottom, *read* 45,606.

Page 46, last line, *omit* Appendix X., the by-laws, as revised to date.

Page 47, *for* XI., XII., XIII., XIV., *read* X., XI., XII., XIII.

work was to be done. On February 3, 1896, it was thrown open to the public as the West End Branch. It is in equipment the most modern, as it is in general aspect the most attractive, of all the branches. In land, building, and equipment alone (omitting books) it represents an outlay on the part of the city of about \$96,000.

Some new furniture and shelving have been added to the equipment of nearly all of the branches. At Brighton and at South Boston alterations and repairs have been more thorough: counters remodelled, new reference cases built, and various furnishings and fixtures added. In all, some \$2,000 has been spent on repairs at branches during the year, and over \$600 in furniture. This is exclusive of work done by our own carpenter. At South Boston the Savings Bank, which is our lessor, has retinted the branch rooms, and supplied certain fixtures asked for.

The branch at East Boston is more desperately than any other in need of repair and equipment; but the need is so radical as to constitute a bar to present action. The rooms themselves are but a third of the size they should be; they are in an unsuitable building, and on the wrong floor of that building. The furniture is meagre, battered, and ill-adapted to its purpose. The books, although not meagre in number, are meagre in interest, and, equally with the furniture, battered and ill-adapted to their purpose. To attempt to better the equipment or the service in the present rooms is but to palliate, at expense, conditions that must be dealt with radically. East Boston is by itself a city of 42,000 inhabitants, remote from other library facilities. Those furnished by our East Boston Branch should be, at least, the equivalent of those represented by the West End Branch. In July last an order was introduced into the City Council for a loan

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The collection numbers some ninety prints, and comprises famous examples of sculpture, the "Venus of Milo," the

“Victory of Samothrace,” as well as modern sculptures by Frémiet and Barye; photographs of Grecian and Egyptian architecture, of Gothic cathedrals, of Venetian and Moorish palaces; specimens of wood-engraving by Dürer and others; of famous paintings and mural decorations; and portraits of George and Martha Washington; of Lowell, Lincoln, Franklin, and other famous Americans.

BRANCHES.

The completion in January, 1896, of the alterations and repairs upon the West Church property on Cambridge street brought to the service of the library a building admirably adapted to library uses, in a district where important library work was to be done. On February 3, 1896, it was thrown open to the public as the West End Branch. It is in equipment the most modern, as it is in general aspect the most attractive, of all the branches. In land, building, and equipment alone (omitting books) it represents an outlay on the part of the city of about \$96,000.

Some new furniture and shelving have been added to the equipment of nearly all of the branches. At Brighton and at South Boston alterations and repairs have been more thorough: counters remodelled, new reference cases built, and various furnishings and fixtures added. In all, some \$2,000 has been spent on repairs at branches during the year, and over \$600 in furniture. This is exclusive of work done by our own carpenter. At South Boston the Savings Bank, which is our lessor, has retinted the branch rooms, and supplied certain fixtures asked for.

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of \$75,000 for land and a building for the East Boston Branch. It did not come to enactment.

In March last an order was passed looking to the purchase of a building on West Springfield street for the use of the South End Branch, but no action was taken. Assuming the purchase to be desirable, the Trustees had not the funds and the City Government did not offer to provide them. The branch continued in its rooms in the basement of the High School building on Montgomery street. In September a request was received from the Buildings Committee of the School Board that the branch be removed, the room being peremptorily needed for school uses. Before final action was taken on this request the Trustees received a petition, signed by several hundred citizens of the South End, in protest against the discontinuance of the branch. The petition recognized the proximity of the branch to the Central Library, and admitted that some other location might be more desirable, but was urgent against the vacation of the High School rooms until such other location should have been secured. The Trustees had no funds with which to rent rooms for the branch, and on examining the terms of their occupancy questioned their right under these circumstances to vacate at once the rooms held by them rent free. The matter has rested there, save that the need of the space for school uses has been urged upon the City Council by the School Committee.

The introduction of the Deposit System into the delivery stations has meant the equipment of each station with shelving, table, desk, and chairs; it has involved in effect the furnishing in each case of a room some 15 feet square. Station P has involved more than this in bringing into service a rented store (37 Broadway Extension), which has been entirely furnished and is exclusively maintained by the library.

BOOKS.

Appendices II-V give the extent of the library by years, a summary of the contents of the library on January 31, 1897, the net increase of the several departments during the past 10 years, the actual accessions (as distinguished from the books located), and the classification of the material in the Central Library and branches on January 31, 1897.

According to last year's report it appears that the number of volumes in the Central Library and branches on January 31, 1896, was 628,297, of which 469,874 were in the Central Library. By the tables appended to this report it appears

that on January 31, 1897, the number in all departments is 659,089, of which 488,227 are in the Central Library.

The total expenditure for books and periodicals during the past year was \$40,430.23, as against \$31,774.13 in 1895. This expenditure was distributed as follows:

City money expended for books:

For Central	\$13,695 77	
For branches	11,692 48	
	<hr/>	\$25,388 25

Trust Funds expended for books:

For Central	\$8,867 44	
For branches	125 44	
	<hr/>	8,992 88
		<hr/>
		\$34,381 13

City money expended for periodicals:

For Central	\$3,964 97	
For branches	2,084 13	
	<hr/>	6,049 10
		<hr/>
		\$40,430 23

In a comparison of expenditures with statistics of additions, the number of *accessions*, rather than the number of books actually located, should be considered. The *accessions* during the past year (excluding mere transfers from one department of the library to another) have been as follows:

	Volumes.	Volumes.	Volumes.
Added by purchase	Central, 14,402	Branches, 9,599	Total, 24,001
Added by gift	Central, 8,841	Branches, 626	Total, 9,467
	<hr/>	<hr/>	
Total accessions	Central, 23,243	Branches, 10,225	Total, 33,468

The above figures do not include 8,628 pamphlets not yet fully examined. Otherwise pamphlets are included in accordance with the practice adopted some years ago of entering, cataloguing and binding each pamphlet as a separate "volume."

In accordance also with a previous usage there are included as "accessions" the product of 36 volumes of pamphlets which have been dissected, and the several pamphlets bound separately. This usage (which has the effect of making material already on the shelves appear as a new addition to the library) has been discontinued since June, 1896. The pamphlet collections since dissected appear in the tables under the "increases" in the way of volumes, but I do not include them here as "accessions."

GIFTS.

Among the gifts of especial interest received during the year have been the following :

From Miss Victorine Thomas Artz, of Chicago, a fund of ten thousand dollars (\$10,000); "the income of this sum to be employed in the purchase of valuable rare editions of the writings, either in verse or prose, of American and of foreign authors." These books are to be known as the "Long-fellow Memorial Collection."

From the late Charles Mead, of Boston, a legacy of twenty-five hundred dollars (\$2,500), "to constitute a trust fund, to be designated 'The Charles Mead Trust Fund,' for the promotion of the objects of the Public Library;" to be used preferably for the benefit of the South Boston Branch Library.

From Col. Thomas Wentworth Higginson, of Cambridge, the "Galatea Collection of books relating to the History of Women." This collection, the first instalment of which was received February 11, 1896, now numbers 868 volumes. It has been amassed during a period of nearly 50 years, including books in various languages, and many that are rare and curious, and represents, so far as known, the only general collection of works on the subject in any public library. Colonel Higginson desires this to be considered the nucleus only of a collection which he hopes to see increased by other givers, "who may gradually co-operate in building up a department of permanent value."

From the estate of Mrs. Bessie S. Lockwood, of Cambridge, sixteen hundred and forty-three volumes, to be known, in memory of her husband, as "The Hiland Lockwood Gift." The gift includes, besides a various collection of American history and literature, many volumes of bound periodicals, newspapers, and public documents.

From the family of the late George Ticknor, besides the large cabinet-desk of mahogany, used by Mr. Ticknor, now placed in the Barton Ticknor library, seventy-five volumes, mostly in folio, of engravings in the subjects of architecture and painting; also some three hundred and forty-one supplementary engravings.

From Mr. and Mrs. James M. Codman, of Brookline, six hundred and eleven volumes, forming, with photographs, prints, etc., a notable and interesting library of landscape architecture; given "in memory of Henry Sargent Codman and Philip Codman, landscape architects," by whom the collection was made.

The Graupner Collection of Photographs.—This collection given in August, 1896, as a memorial to Miss Harriet H. Graupner, of Boston, by her friends, consists of over eleven hundred photographs of paintings of the Renaissance period, of all schools, with a small collection of representative Italian sculptures. The various Italian schools of painting comprise about two-thirds of the whole, and are represented by well-selected examples of the founders and masters of each school. The northern schools comprise good selections from the Van Eycks, Memling, Van Dyck, Rubens, Rembrandt, Holbein, Dürer, Schöngauer, and others. Among pictures of the Spanish schools are examples of Murillo, Velasquez, and the minor painters.

From Dr. W. N. Bullard, of Boston, ten volumes of old and rare books and manuscripts, including an example (imperfect) of early illumination, probably of the 14th century. Three issues of the Venetian press, 1474, 1479, and 1489, make a valuable addition to the library's examples of early Italian printing. One of these, a "Mamotrectus," 1479, is from the press of Nicolas Jenson.

From Dr. R. M. Bucke, of London, Ontario, thirteen volumes of Whitman's works in various editions, the earliest of which is the Thayer and Eldridge Boston edition of 1860-61; ten pieces of manuscript; and seventeen photographs and engraved portraits. This is understood to be the first instalment of a collection of works by and relating to Whitman, to be made primarily by friends of the poet.

From Allen A. Brown, Esq., 322 volumes for the Brown Musical collection.

From Miss Susan Slavin, East Boston, 132 volumes of English, French, Latin, and Spanish literature.

From Charles F. Atkinson, Esq., Boston, 242 volumes of English literature, chiefly travels and the drama.

From the Commissioner of Patents of Great Britain, 74 volumes of British Patents.

From the German Patent Office, Berlin, 5,599 numbers of the "Patentschrift." This illustrated work gives a list of all the patents issued in the German Empire, and is a valuable addition to our patent collection.

From the estate of Samuel R. Urbino of Boston, 30 volumes of French, Spanish, and Italian literature.

From the Duc de Loubat, of Rome, a reproduction of a Mexican figure-writing, known as the "Nahua book." The original, Vatican codex 3,773, consists of nine pieces of tanned deer-skin, folded in forty-eight leaves.

From Arthur Astor Carey, Esq., Boston, a fine copy of Baudry, "*Peintures décoratives du grand foyer de l'Opéra*," Paris.

From Robert C. Winthrop, Esq., a MS. letter of Gov. John Winthrop, dated March 29, 1643. This to be placed with the Chamberlain collection.

From the heirs of Nathaniel I. Bowditch, two MS. copies of the memoir of Nathaniel Bowditch, prefixed to the translation of the *Mécanique Céleste*; and two MS. volumes of memorial notices of Nathaniel Bowditch, including copies of letters.

From the Mt. Bowdoin Association, the 893 volumes remaining of the collection placed on deposit by the association in our Mt. Bowdoin Reading Room some years ago. The title to these was formally transferred by the association to the Trustees on February 27, 1897.

From Messrs. Curtis & Co., Boston, and Messrs. George H. Polley & Co., Boston, sets of the photographs of the new Public Library building, made under the direction of these firms respectively.

It seems appropriate to mention also as among the gifts of the year the dedication to the equipment of a Military Alcove of the balance of the Twentieth Regiment Fund originally contributed for the erection of one of the St. Gaudens lions in the staircase hall. The exact sum that will be available for the purchase of books cannot at this time be stated with precision; it may reach \$2,500 to be expended in immediate purchases, and a fund of \$5,000, of which the income is to be used for additions. The initial expenditure will be for material relating to the Civil War; and to this end a special assistant under the chief cataloguer has been compiling a list of such material of importance (as Regimental Histories) not duplicating books already in the library. For this work of compilation the Committee of the Regiment has assigned a sum not exceeding \$300 out of the fund.

TRANSFERS.

It will be noticed that the tables show a considerable number of volumes transferred from the branches to the Central Library. The purpose of such transfer is to relieve the branches of superfluous material—documents and unsuitable titles or superseded editions—to make space for books of current interest and practical value. It is our hope in this way—by weeding out the "dead" matter, by weaving in the "live"—to conform the collection at each branch

to the principle that it shall contain only books in active use ; but these, books really useful in their line, convenient in edition, and sound and attractive in appearance.

ADDITIONS TO BRANCHES.

Excluding the Fellows' Athenæum, the branch libraries vary in size from 4,000 to 30,000 volumes. Hitherto the books for each have been bought and catalogued without regard to the others. The present practice is in the case of new accessions to purchase the same title for all ten branches. The ten copies of the book are then catalogued at the Central Library as one title (in fact the cataloguing involves merely the printing of ten additional copies on smaller sized stock of the catalogue card already set up for the Central Library). To this economy should be added ultimately the publication of a single Finding List of Accessions that will apply to every branch as the "Y" list of "Selected Books for Young Readers" now does. This can be done only when a uniform system of notation will assign to the same title the same call number at whatever branch the copy be located. It makes a strong reason for revising, even at considerable present expense, the system of classification and of notation throughout the branches ; perhaps for introducing into every branch the system in use at the West End.

In the column of books "condemned, lost, transferred and missing" are included all books unaccounted for in the shelf-reading of the year 1896. As explained in the last report this method of entry takes the extreme view that books not found in their places or recorded as elsewhere are to be classed as no longer in the library. As a fact the larger proportion of such books are but misplaced, and reappear later on. Nine hundred and thirty-two volumes entered in previous reports as "missing" have been found during the past year. The reading of the shelves in the Central Library is now especially difficult to conduct with precision, for the reasons : (1), that the books are scattered over a large area, in collections which are constantly varying as new uses develop ; (2), that certain shelf-lists (*e. g.*, those of Stack 4) are, through erasures, interlineation, and cancellation, so confused as to furnish a check-list in itself uncertain ; and (3), that pressure of other work upon the shelf-department has protracted the reading of the shelves fitfully over a long period. When certain of the shelf-lists shall have been rewritten, and the force of the department shall permit two members to be assigned continuously to the duty of reading, more definite results may each year be reached.

Assuming for the moment the figures as they stood February 1, 1897, to be final, they show but 38 volumes missing from the Bates Hall reference shelves since the count of last year. Considering that these shelves contain over 7,000 volumes, handled by the public absolutely without formality, this number seems small; and, as last year, the missing titles are of books of relatively insignificant value. The other "open" shelves in the Central Library are those of the Special Libraries' floor, the Patent room and the Children's room. Of the 90,000 volumes on the Special Libraries' floor, 77 stood unaccounted for in the partial reading February 1, 1897; of the 5,000 volumes in the Patent Library none; but the "missing" from the Children's room numbered several hundred volumes. Many of these have been carried off by children in mere misapprehension of the rules, and this may also be asserted of many of the 249 volumes missing from the Branch libraries since the system of "open" shelves has been introduced there. But the arrest during the year of one adult book thief with 27 library books in his possession, and of some six juvenile thieves with 21 library books in their possession, (nearly all books from the Children's room), shows that a percentage of the missing volumes must be set down as stolen. Of course, the books stolen are of a class easily replaced at no great cost; but the total of loss is large enough, I fear, to be quoted to the discredit of the system of open shelves. I am entirely unwilling to admit that it touches the principle of open shelves. Systematic theft by one or two individuals may proceed until it involves hundreds of volumes without impeaching the honesty of the general public. At the same time it is to be hoped that the punishment of the recent offenders may so serve as a deterrent that the figures for the coming year will not have to be explained in justification of the system.

BINDING.

During the year 8,145 books and 3,416 pamphlets have been bound in the Library Bindery. 1,510 of the books bound contained plates which required "guards." The work of the Bindery included also 2,417 volumes repaired, 1,739 pamphlets stitched into covers, 472 maps mounted on cloth, 1,199 covers made for serials, 3,805 cards and 74 photographs mounted, together with a mass of smaller miscellaneous work, such as portfolios, pouches, blocks, etc.; even eight office desks covered.

But there has now also been thrown upon the Bindery a large amount of work of cutting stock to be used in our Printing Department, and of folding and stitching library publications issued through it. During the past year 58,424 copies of library publications have been so folded and stitched. This work has required the addition to the Bindery force of one forwarder and one sewing woman, and to the equipment a new cutting machine of a modern, more powerful and more rapid type than the hand cutters already used. This machine, with an electric motor for its operation, has been purchased and installed at a cost of \$721.93.

Upon petition of the Bindery employees the working day in the Bindery was reduced from ten to nine hours. The change took effect on November 1, and was granted as an experiment to continue for one year. The work done is being carefully recorded, by way of comparing the output for a year under the nine-hour with that of the previous year under the ten-hour system.

The outside contract work (binding in cheap form of branch books and old Lower Hall books) has comprised the binding of 8,931 volumes at a total cost of \$1,420.72. A large amount of minor repairing is done in the stacks by the employees of the Issue Department.

CATALOGUES.

The number of volumes catalogued at the Central Library during the year has been 50,794, embracing 31,875 titles. The number of cards added to the catalogues is reported as 74,979. But these figures by no means indicate the extent of the work, even of the catalogue department, a large part of which cannot be tabulated. Of the Allen A. Brown library of music, 4,654 volumes, with 4,547 titles, were catalogued in 1896; also of collections, 4,732 parts, with 4,421 titles. The number of volumes catalogued since the work began is 8,309, representing 7,900 titles; also 10,888 parts. In the statistics of cataloguing, "volumes" means separate publications. In the case of the Brown library a great number of publications (as, songs) are apt to be grouped within one cover. In cataloguing these cannot be grouped under a single title, but must be entered separately. The work of cataloguing this library extends also to an analysis of the collections. What this involves may be judged from the fact that the nine volumes of Warren's Collection of Catches, Glees, etc., involved the cataloguing of over 600 titles. Mr. Hunt estimates that this library, which stands in our

records and in our acknowledgments as a library of 7,671 volumes, comprises over 30,000 different publications. The work of cataloguing is proceeding as rapidly as is consistent with the careful and scholarly labor with which it is being conducted.

Bulletins. (See *infra*.)

The Political Economy Catalogue.—Some 2,000 cards have been added to the matter under compilation. Among these accessions works on the currency question, as called out by the late presidential campaign, are especially numerous.

Boston.—A list of the documents printed during the time when Boston was under town government is ready for the printer. The Chief Cataloguer proposes that when in proof it be sent to other libraries for additions. The remaining portion of the bibliography of Boston has been considerably enlarged during the year.

A list of *Historical Fiction* relating to Rome was finished early in the year. Work is in progress on Italy. It is proposed to reserve the publication of these until the entire list can be issued.

A Bibliography of the Higher Education of Women, compiled by members of the Association of Collegiate Alumnae and under its auspices, is, at the request of the Association, to be published by us, most of the expense of publication being met by the purchase by the association of 2,000 copies. This list has had to undergo some revision by our cataloguers and the addition of recent titles. Seven pages of the forty-eight have been put into type.

Consolidated Periodical List.—An important venture in the direction of co-operative bibliography is the list of periodicals, newspapers, transactions of societies, and other serial publications currently taken by the libraries of Boston and Cambridge. In the preparation of this list, which has involved great labor and detail, the 36 libraries interested have worked together; but the publication is undertaken by this library alone. The matter is all in type (or properly in "slugs") save an Index, which is nearly ready for the printer. It will form a volume of perhaps 125 pages, and include about 5,400 different serials. We hope that it is merely preliminary to a list of all the *files* of serials in these libraries. Such a list, not merely giving the title of each serial, but describing with precision the period covered by the file in each library, would render an important service. We shall probably print such a list of the serials in the Boston Public Library, and using it as a basis invite the information that will swell it into a list inclusive of all these libraries.

Another enterprise in co-operative bibliography is the "*Index to Architectural Illustrations*" which is being undertaken by the Athenæum, the Institute of Technology and the Boston Public Library, and in which the libraries of Harvard and of Columbia Universities are likely to join. The index will, of course, comprise only material in these libraries; but the material in these five libraries (including the Architectural Departments of Harvard and the Institute and the Avery Collection at Columbia) covers a very wide range. In Architecture the Index will group under the name of each place illustrations of the architecture of that place and under the name of each subject (*e.g.*, cathedrals, opera-houses—even minor subjects, as chancels) illustrations of the architecture of that subject. At this library, for our own use, there are to be indexed sculpture and painting as well as architecture.

This work is being done not by the Catalogue Department but by the Fine Art Department under Mr. Fleischner. Under his direction also the publications of the Arundel Society have been catalogued, and card catalogues with brief entries have been made, or are in progress, of the Parker, Ticknor and Thayer collections, as also of works on the Fine Arts and Useful Arts. The titles are transcripts from the cards in the general catalogues, or are cut from the catalogues printed in volumes.

A card catalogue of the current newspapers has been prepared by Mr. Blaisdell, and he is preparing such a catalogue for the Patent Collection.

Branch Catalogues.—The cataloguing of new accessions hitherto done independently at each branch is now done at the Central Library, as explained above. A card catalogue has been prepared for the West End Branch, and a finding list of new books for the Roxbury Branch. At the branches, also, however, some 5,000 volumes have been catalogued, involving the writing of three times that number of cards. Some 13,000 cards (10,557 at Roxbury) have been written in revision of the branch card catalogues.

RECOMMENDATIONS FOR BOOKS.

The methods pursued by me in formulating my lists of books for purchase were detailed at length in the special report submitted by me May 29, 1896. The catalogue department is more than any other called upon to report to me recommendations. Periodicals containing book lists or reviews (50 or more in number), library catalogues, publishers' cir-

culars, booksellers' sale catalogues, and other bibliographical publications are assigned to members of this department and are examined by them and reported upon. The addition to the staff of Mr. John Murdoch brings to this work an educated judgment in scientific literature which has hitherto been wanting. Mr. Murdoch entered the service less than three months ago, and has not yet, of course, proceeded far with his examination of the material in this library and in the libraries of this vicinity of which he is to make special study with a view to proper differentiation in purchase. But, at my request, he has drawn a preliminary memorandum of the principles by which, in his opinion, we should be guided in our purchases of scientific literature; and this memorandum, submitted with the report of the chief cataloguer, I have had manifolded and place in your hands, together with certain other of the reports submitted by the departments, which are specially deserving of your attention, but which I cannot quote at sufficient length in a report intended for publication.

The main portion of the report of the chief of the catalogue department appears above, many of his statements as to the operations of the department being quoted verbatim.

PUBLICATIONS.

On Feb. 7, 1896, the office of editor of library publications was created, and Lindsay Swift of the catalogue department appointed to it. It ranks as a division of the catalogue department, under Mr. Whitney. During the past year the following publications have been issued under supervision of this editor:

Date.		Pages.	Size.	Edition.	Price.
1896.					
March.	Rules and Regulations.	16	16mo.	10,000	Free.
April.	Selected List for Younger Readers,	38	24mo.	4,827	One cent.
July.	Finding List, Roxbury Branch.	29	sq. 16mo.	1,021	Free.
October ...	Trustees' Manual.	69	sq. 16mo.	50	
October ...	Rules and Regulations, Revised. ...	16	sq. 16mo.	10,443	Free.
June, 1896, } to January, 1897, }	Monthly Bulletin, Vol. 1, Nos. 1-10, (Of No. 10 an edition of 8,000 copies.)	176	8vo.	5,000	Free.
	Monthly Bulletin, Vol. 2, No. 1.	16	8vo.	5,000	Free.

The Monthly Bulletin takes the place of the Quarterly, the last number of which was issued in January, 1896. The

Quarterly was issued in an edition of 1,800 copies, and priced at 5 cents per copy to residents of Boston, 25 cents per copy to non-residents. The Monthly, as appears above, has been issued in an edition of 5,000 copies for free distribution, a charge of 25 cents per year being made where it is mailed to outsiders not on our exchange list. The Monthly Bulletin differs, however, from the Quarterly of recent years, in being primarily a record of *accessions* to the Central Library during the month preceding its date of issue. The Bulletins of the past year have, however, contained the following special lists compiled from the general catalogue :

Bulletin No. 1-4, Transvaal and the Boers.

Bulletin No. 1-6, Index to Lists in Quarterly Bulletin.

Bulletin No. 7, Selected list of books on the Currency Question.

Bulletin No. 10, List of English Translations of works of Dumas the Elder (of this list 1,000 copies were reprinted, also for free distribution).

These lists, so far as of books, have not attempted to be complete bibliographies, but merely selections of titles by way of suggestion. (A similar list was prepared for the Boston papers of works on the Venezuelan boundary dispute. This was afterwards printed by the library as a broadside.)

The Monthly Bulletin begins with January, 1896. But the first four numbers were issued as one in June, 1896. This bulletin, like the other publications mentioned above, has been set up upon our linotype machine and printed in the Library Printing Department. The "slugs" have been retained, and are being regrouped as matter for an "annual." This will consolidate the monthly issues in one classification. But with reference more especially to popular use it will omit titles of less active or continuing interest, or of which otherwise it is sufficient to have had a publication in the Monthly Bulletin. It will, therefore, be designated as an "Annual Selected List" of additions to the library rather than as an Annual Bulletin. This experiment of consolidation with elision and reclassification was a serviceable test of the economy of the linotype as applied to library uses. The chief of the Printing Department estimates that the proportion of slugs already cast that could be used as they stand as against new composition has been as five to one.

Publications in the hands of the printer pending February 1, are :

The Consolidated Serial List (96 pages, delivered ; complete to Index).

The Annual Selected List (more than half done).

Selected List for Younger Readers — revised edition incorporating 125 additional titles, with some excisions.

A pamphlet, descriptive of the Chamberlain Autograph Collection. This has been in preparation for some months upon the basis of material submitted by Mr. Edwin M. Bacon, specially employed for the purpose. It will reach about 100 pages in print.

PRINTING DEPARTMENT.

I submit in full, for your examination, the report of the chief of the Printing Department. The equipment of the department now comprises 2 Mergenthaler linotype machines, 1 Hoe stop-cylinder press, 1 job press, a proof press, slug planing machine, job and body type, cabinets and the other usual furnishings of a printing-office. All of the above equipment has been bought outright by the library, save one of the linotype machines, which was taken on rental June last, with option of purchase at the end of one year, rent paid being applied. Assuming this bought, the equipment of the department represents a total investment of about \$13,000.

The present force of the department comprises, besides the chief, two linotype operators, a pressman and a feeder.

We have not yet statistics of a full year's work with the above equipment and force. It is not wise, therefore, to attempt inferences as to the economy of this system of managing the library printing as against outside contract and ordinary composition. The *convenience* in our undertakings of a plant specially planned for our needs, and installed in the library building hardly needs demonstration. Our Printing Department not merely takes prepared copy and puts it through the stages of composition and presswork; it furnishes to us an expert printer whose judgment may be called in at every stage of *preparation* of copy. This counsel may, and does, modify in directions of economy and serviceability the publishing enterprises of the library. But considerations of this sort may better be deferred for a later report entering into the subject in detail with adequate data from experience.

A chief interest of the past year has been the solution of certain problems involved in the adaptation of the linotype to the uses of specialized cataloguing. Hitherto the machine had been used chiefly for newspaper work; we have had to impose upon it the task of handling from 30 to 40 languages and dialects. This meant the contrivance of nearly 300

accents and special characters. A type was specially made for us by the Mergenthaler Company, from a design submitted by Mr. Lee, and the accents have been contrived in large part by the use of diacritical marks, forming piece accents, which are inserted in a groove upon the slug itself, thus avoiding the ill appearance of this device as usually employed with type. As this library is in effect the pioneer in the use of the linotype for this kind of work, these experiments are of a very general importance.

The output of the department now includes all the printed work of the library, except that from engraved plates. During the past year it has included all of the publications named above; a Manual of House Rules, 16 pages, in an edition of 500 copies, and the press work on a reprint from the Bulletin of the list of works in the Russian language. But this is but part of its work. Twelve thousand seven hundred and sixty-two titles, representing at least 100,000 cards have been printed for the Card Catalogue; (the composition of these card entries keeps one linotype busy almost continuously); about 2,250,000 call slips (of ten kinds), 600,000 pieces of other currently consumed stationery of over 100 varieties, 30,000 circulars, besides blank books, signs, notices, etc.

REGISTRATION.

Appendix VI. relates to the card-holders in this library. The first table gives the statistics of registrations in the old form. The other tables go much further. Starting with the cards outstanding Feb. 1, 1896, classified according to the department of the library (Central or Branch) through which they were issued, it details the number of Registrations, New Registrations and Renewals during the year, and comparing these with the number of cards expiring by limitation, deduces the number outstanding Jan. 31, 1897. In addition, attempting to fulfil the promise of our last report, it classifies by sex, age, and occupation, and by ward, the 43,345 persons who are active card-holders Jan. 31, 1897. It also shows the percentage which the number of card-holders in each ward bears to the total population of that ward.

By these tables it appears that the number of active ("live") cards outstanding Jan. 31, 1897, was 43,345, as against 34,842 outstanding Feb. 1, 1896, showing a gain of 10,764 card-holders during the year. This means that on

Jan. 31, 1897, 30 $\frac{1}{2}$ % per cent more persons stood qualified to draw books for home use than stood qualified on Feb. 1, 1896.

In proportion to population, Ward 10 furnishes the largest percentage of card-holders; Ward 6 the smallest. The census tables are not yet prepared which would enable us to compare the proportion of card-holders of the several occupations with the number of inhabitants engaged in these occupations respectively. Possibly our next report may contrive this. The present tables, especially those of distribution by ward, may indicate in a measure to what districts effort needs most especially to be directed.

The number of Teachers' Cards issued from September, 1895 (when this privilege was instituted), to Jan. 31, 1897, was 1,213. Of these, 795 are "live" cards on the latter date. 629 of the 795 are held by resident teachers; 166 by non-residents (whose qualification, however, is that they "give instruction in an institution of learning in the city of Boston"). The 1,400 non-resident "students" who hold cards are attending Boston schools or colleges (*e. g.*, the Harvard Medical School, Boston University, the Institute of Technology), whose authorities have filed a bond of indemnity for any loss sustained by the library through this use.

USE OF THE LIBRARY.

I have had manifolded and submit for your inspection the reports in full of the following officials who have the conduct of departments directly serving the public: The Custodian of Bates Hall, the Custodian of the Special Libraries Floor, the Chief of the Issue Department, and the Supervisor of Branches and Stations. The last-named official took office only on Dec. 1, 1896. His report, however, comprises the work of the year so far as it may be made matter of statistics, together with certain general observations upon the condition and conduct of our outlying departments as he has examined them during the past two months.

As regards statistics of use, I should repeat the caution advanced in my last report against an assumption that these statistics represent the work of the library. As there stated, there are in the Central Library alone over 100,000 volumes which may be handled without the formality of a call-slip. In each Branch and Reading Room, and now in almost every Delivery Station, there are hundreds of other volumes which are similarly treated. The current periodi-

cals in the Central and Branch Libraries and Reading Rooms are for the most part on open tables, where they also may be handled without the intervention of an attendant.

Of all this use no record is kept. There is a recorded hall use, consisting of books issued upon slips from the closed stacks. Omitting, however, as they do, the important unrecorded use, these figures are so misleading that I have directed them to be omitted altogether from the tables. These tables indicate, therefore, merely the number of volumes drawn for "home use" during the year. This is to be remembered when a comparison is made between the "circulation" of this library and the "circulation" of libraries which include in their gross returns the number of books and of periodicals used in the Reading Rooms.

In preceding reports mention has been made of delays incident to the issue of books. That the number of these has been greatly reduced is due thus far to the efficiency of the service in the Issue Department in offsetting inconveniences of architectural plan, of equipment, and of classification, and imperfections in the present catalogues and shelf-lists. The classification is being improved by the relocation of certain material, the defects in the catalogues and shelf-lists are gradually being remedied (a complete remedy, however, being a matter of months still to accomplish). But the inconveniences in architectural plan have not yet been dealt with. Until inter-communication be contrived between the stacks, additional book (and freight) elevators be provided, and the space for the work of issue be made really adequate; or the work of issue be sub-divided by the removal of the "home use" issue to some other point, it is impossible to expect that delays will be even considerably avoided. Meanwhile, the service itself in the department is competent, faithful and assiduous. And while delays must still occur, this may at least be said: *that no reader using the forms and remedies prescribed need even now suffer delays either prolonged or repeated.*

REARRANGEMENT.

For convenience of administration certain changes are to be made in the location of the books in the Central Library. The Parker Library will be transferred to Stack 6, from which the books much called for may be issued more readily to Bates Hall; and all the Federal documents, together with those of the Commonwealth of Massachusetts and the City of Boston, are to be grouped on the Special Libraries floor.

SUNDAYS AND HOLIDAYS.

As stated above, the Central Library, which has regularly been open on Sundays from 2 till 10 P.M., in all departments directly serving the public was during the past year kept open during the same hours on four of the legal holidays. The experiment has been a marked success, the number of readers and of visitors equalling that on Sundays. The Sunday use in the new building is partially indicated by the average of books issued, — being 1,334 for the eight hours, as against an average of 1,780 for the thirteen hours of the secular day. The number of readers at any one time reaches its maximum on a Sunday afternoon between 3 and 5 o'clock. The number of visitors had been expected to fall off as the new building ceased to be a novelty. But it has persisted undiminished. On the one Sunday during the past six months on which a count was taken, 5,699 persons entered the doorway between 2 and 6 P.M. The average number per Sunday during the past two years cannot have fallen short of 3,000.

The holiday showing the largest use was Washington's Birthday, on which the recorded issue alone was 3,052 volumes. April 20, May 30, and November 26 stood about on a par.

The only branch open on Sundays throughout the year was the West End. Here, also, the use was ample justification.

There are three other branches whose location should seem similarly to justify expectation of a large Sunday use. These are Charlestown, East Boston, and South Boston. An experiment was accordingly made during seven Sundays of the past year. It cannot be said to have been a complete success. The number of readers averaged in the case of Charlestown 90; in the case of South Boston 101 per Sunday. The number at East Boston (where the record was not so accurately kept) was less. Of the total of 634 persons at Charlestown 264 were children; of the total of 706 at South Boston 542 were children. On the other hand, the experiment was undertaken at a season of the year (March 15 to April 26) least promising success; for the natural tendency of spring-time is to diminish rather than increase the indoor use of books. These branches while fairly located as regards district are unfortunately situated in being in each case upon the second floor, where the hospitalities they extend are less obvious to passers-by.

The expense of the undertaking did not exceed \$60 per Sunday for the three branches. Should our funds permit I shall recommend that it be resumed beginning Oct. 1, 1897.

I. — REFERENCE USE.

As stated above, this report will not attempt statistics of reference use. I must content myself with the general assertion that this use is steadily enlarging in volume and advancing in apparent definiteness of purpose. The custodian of Bates Hall calls your attention to what he deems a symptom of the latter advance. To look in at this main Reading Room and see the large majority of over two hundred readers busy with note books is, in fact, to get an impression of serious industry.

The report of the custodian of the Special Libraries shows a special development in another direction: the systematic and premeditated use of books on the Fine Arts in connection with lectures, classes and topical work generally. Mr. Fleischner, the custodian, invites information in advance of subjects to be taken up, and prepares a set of references, or has ready to display the particular books needed for illustration. His report gives a list of the groups of persons who during the past year have availed themselves of this invitation. In many cases the lecture itself is given here on the basis of the books displayed. February 6 (a date subsequent to the date of this report but which I select as convenient to show recent conditions) is a favorable example of a Saturday in this department. On this day various members of the course of lectures on art being given by Mr. J. F. Hopkins, a class in the Boston Art Students' Association, a class in the subject of the Renaissance, two classes (from the public schools) in Ornament, a club reading on the subject of French Chateaux, two classes from private schools studying the Art of Rome, and one studying the Art of Greece—in all, some two hundred and fifty persons made use of the reference books, plates, photographs, etc., thus selected and set aside for them in connection with subjects of definite inquiry.

Mr. Fleischner has for some months arranged in the Barton-Ticknor room a weekly exhibit of photographs of interest not merely to the special student but also to the general public. The following programme, arranged for the coming few weeks, will indicate the range already deemed feasible for such exhibits:

February 15-29.	Issues of the Kelmscott Press.	
February 22.	Washington Portraits.	
February 20.	Saracenic Art,	In connection with the lectures by Mr. J. F. Hopkins, Director of Art in the Public Schools.
February 27.	Cathedrals,	
March 6.	Renaissance,	
March 13.	Copley square,	

March 20.	Florentine Sculptors.
March 27.	Florentine Architects.
April 3.	Industrial Arts (in connection with the Arts and Crafts Exhibition at Copley Hall).

In connection with such exhibits the Graupner collection has rendered essential and convenient service. In many instances (*e.g.* the Kelmescott exhibit and that of the Washington portraits) the material in the library has been supplemented by courteous loans from private collections.

The activities of this department are not confined to books upon the Fine Arts. The other use has not, however, advanced materially beyond that of the preceding year. The use of the Barton-Ticknor, and other special collections, is a highly specialized use. So, also, is that of the Allen A. Brown Library of music, the resources of which cannot be fully exhibited until the completion of the catalogue. In the department of the Industrial Arts, however, a developing use was expected, similar to that in the Fine Arts. It has not yet taken place. We trust that the Arts and Crafts Exhibition may stimulate it. And it is to take advantage of such interest as this exhibition may arouse that Mr. Fleischner is arranging for a special display of material from April 3 to 10.

ACADEMIC USE.

It is a fact, not perhaps generally appreciated, that to certain of the higher institutions of learning in Boston and vicinity the Boston Public Library is, in effect, a university library. It is such in an auxiliary way even to Harvard University; and it is such in a very important sense to Boston University, the Institute of Technology, and other Boston colleges and academies, and even to outside institutions, such as Wellesley College. Not that these institutions lack efficient libraries of their own, but the accessibility of the Boston Public Library relieves them from the purchase of much specialized material which their funds cannot well afford. Even Dartmouth College has recently sent a class of students for systematic research in one of our departments.

NEWSPAPER READING ROOM.

This room now contains 318 newspapers, of which the greater part are purchased from the Todd fund — the remainder gifts of the publishers; 111 are papers published abroad; 207 are papers published in the United States; 85

are in languages other than English. On the average, 225 papers are received every day.

The use of the room is assiduous. The largest number of readers noted at any one time has been: reading the American papers, 139; reading the foreign, 53. The maximum of readers in the room at any one time reaches nearly to 200.

Of the papers taken the following are bound:

The Boston daily papers and some Boston weekly papers.	
The "New York Tribune."	"Le Figaro," Paris.
The "Chicago Inter-Ocean."	"Allgemeine Zeitung."
The "Atlanta Constitution."	"Kölnische Zeitung."
The "London Times."	The "Japan Weekly Mail."
The "London Gazette."	The "North China Herald."

PUBLIC STENOGRAPHER AND TYPEWRITER.

Early in the year accommodation was furnished in the building to a public stenographer and typewriter, whose presence here has been a convenience to the library as well as to the public. Apart from her local work, she has been called upon to make copies and abstracts for inquirers living at a distance. There is now about to be installed in the building a *Public Pay Station Telephone*, which will be in her charge.

II. HOME USE.

Appendix VII. gives the number of books circulated for home use during the past year from each department of the library, compares this with such circulation for the year 1895, and tabulates the circulation of Branches and Delivery Stations for the seven years beginning with 1890 and ending with 1896.

From these tables it appears that the circulation for home use in 1896 (12 months), compared with that for 1895 (13 months), is as follows:

	1895.	1896.	Gain, 1896.
Central Library (including Central Library books issued through Branches and Stations)	279,494	326,254	46,760
Branches and Stations (direct issue)	567,827	678,765	110,938
	<hr/> 847,321	<hr/> 1,005,019	<hr/> 157,698

or eighteen per cent.

The issue direct from the Central Library increased from 251,561 in 1895 to 285,560 in 1896. Sixty thousand one hundred and seventy-three volumes were issued from the Children's Room at the Central Library. A comparison of nine months of 1896 with nine months of 1895 shows an increase in the issue from this room from 28,342 volumes to 45,873.

The increase in the circulation through outlying departments is accounted for by the establishment of the West End Branch and of new Delivery Stations and by the addition to the stations of the Deposit feature. As stated above, all of the stations, save two, now have Central Library books (from 300 to 500 volumes each at one time) on deposit, which may be drawn direct, without the delay of an application to the Central Library. The aggregate of such issue during the past year has reached 65,803 volumes.

An analysis shows that the increase in the circulation of the stations has come at the expense of the branches, the circulation of which has in every case, save that of Brighton, fallen off from 1895. The decrease is, to be sure, in part accounted for by the discrepancy in the periods compared (the statistics for 1895 being for 13 months). This is not, however, sufficient explanation of the decrease of 19,000 volumes at the South Boston Branch. The Custodian thinks that an adequate explanation lies in the increased attractiveness of the branch for reference use on account of the institution of open shelves. Similar results are so naturally to be expected of improved facilities for reference use, wherever instituted, that I am surprised that the circulation from the Central Library has increased rather than diminished.

The increased activity of the stations has been induced by the change in compensation of the custodians from a fixed sum per annum to a sum dependent upon the number of volumes handled. The new method makes it their interest to interest the local constituency, to provide ample and attractive accommodations, to advertise these, and to win popularity for the station by adequate and attentive service. The library pays to each custodian upon this relative basis more than it did upon the fixed. But it gets more — it gets a distinct section of the store — in some cases a room twelve to fifteen feet square; it gets space for shelving and furniture, and it requires a service in the charging of books, the sending of fine notices, etc., such as was not exacted under the old system.

There must not be overlooked, however, one disadvantage in the present method. The compensation is based upon

the number of books circulated without regard to their character. The more popular the book, the more quickly it may be read and returned for reissue, the greater its profit to the custodian. The demand of the custodian in the deposit collections is therefore an increasing demand for the lighter fiction. This tendency interferes with one purpose which we had had in instituting this system of deposits — to raise the character of the reading by rendering locally accessible in these collections books of a serious nature which might be examined without formality and drawn without delay.

To pay one rate of compensation for fiction and a higher rate for other literature may not prove impossible.

A more satisfactory solution may prove to be to limit our contract with the proprietor of the store to a fixed sum for the accommodations provided, and to place in charge of the station a library employee on our regular pay-roll. The cost of this method would undoubtedly exceed that of the present one, unless the hours (now practically the full business day and evening) should be so reduced that one attendant, at a low salary, could manage the entire issue.

The Supervisor's report contains an analysis of expenditures for these outlying departments, and among other figures a computation of the relative cost of circulating each volume issued by the branches as against the delivery stations. In this computation he makes the worst case possible against the branches, in assuming that the entire cost of maintenance is to be charged against the circulation for home use. Even thus, the result is to show that during the past year each volume circulated from a branch has cost us but 6 7-10 cents as against 5 cents for each volume circulated through a station. And it must be noted that a branch library performs other functions (*e.g.*, reference and reading-room use) not taken account of in this. On the other hand, it must be remembered that but two of our branches pay rent for the rooms they occupy, while of the cost of the delivery stations a percentage is in each case chargeable as rent.

The computation goes, however, to disprove the impressions of recent examining committees that the branches represent a greater expenditure for the work done than do the stations. In the case of one station it cost the library 22 cents for each volume circulated during the year 1895, and even 15 cents for each volume circulated during the year 1896. The increase in the number of volumes circulated has steadily reduced the cost per volume during the past three years. But even at 5 cents, it is 2 cents per volume more than the cost to the Chicago Public Library of its outlying

circulation. The remedy is not to reduce the facilities for issue, but to increase the number of books issued.

TEACHERS' CARDS.

Eight thousand and forty-seven volumes from the Central Library have been drawn upon teachers' cards during the past year. During the first year of the use of these cards (ending Oct. 1, 1896,) the issue upon them from the Central and branches together amounted to 8,994 volumes. These are classified by subject in the report of the chief of the issue department.

INTER-LIBRARY LOANS.

The report of the Issue Department shows also 63 books loaned to other libraries upon their special application. It is for other libraries of Massachusetts that such loans are more particularly designed. They have the special claim that we owe to the Commonwealth part of the land on which this building stands. But it might be said that as the Boston Public Library, more nearly than any other, stands for New England as a whole in the material it attempts to accumulate, so it may justly serve New England, as a whole, in so far — (1) as this service is one that cannot be performed except by it, and — (2) as this service may be rendered by it without inconvenience to the citizens of Boston, at whose cost it is maintained.

In May last a system of blanks was devised for conducting these inter-library loans. These blanks are furnished by us to such libraries as may be interested. The applicant library agrees to be responsible for the care of the book, and to submit to a reasonable penalty in case of its loss or mutilation. But the whole system is subject to the following limitations: (1) the book asked for must be one out of the ordinary course — not such as it is the ordinary duty of the applicant library to supply; (2) it must be required for purpose of serious research; (3) it must be a book which may, without injury, be sent by express; and (4) it must be a book which may be spared, for the time being, without inconvenience to our local readers.

SERVICE.

The service has sustained several losses by death during the past year. On February 18 died Mary E. Brock, Custodian of the Brighton Branch. She had served the library faithfully for twenty-one years. On September 16 died

Charles G. Russell, assistant in my office. Mr. Russell entered the service on Dec. 4, 1895, so had been with us less than a year up to the time of his death. But within this short period he had gained thorough respect among his associates for good judgment, a manly conscience as to his own work, and a considerate regard for that of others. On October 19 died Henry W. Powers, who had been in the library service since Nov. 12, 1890; at first in the Janitor Department, later as an engineer in charge of our book railways. In October Sarah C. Godbold, Custodian of the East Boston Branch, tendered her resignation, which took effect December 1. No custodian has yet been appointed in her place.

The reorganization of certain departments of the work at the Central Library involved the discontinuance from January 1 of three employees who had been long in the service: Mary A. Jenkins, Caroline E. Poree, and Edward Tiffany. The necessity which led to this was a matter of extreme regret.

OTHER CHANGES IN THE SERVICE.

Mr. Carret, who had never fully recovered from the ill-health which obliged him to ask for leave of absence in the spring of 1895, last fall requested to be relieved of the conduct of the Shelf Department, and transferred to special work. On Jan. 1, 1897, the change was made, and the Shelf Department placed temporarily under the supervision of Mr. Whitney, Chief of the Catalogue Department.

ADDITIONS TO THE FORCE.

On May 4 (Mrs.) Gertrude P. Sheffield was appointed to take charge of the Children's room at the Central Library, with general advisory supervision over the literature for younger readers in all our departments. On June 23, an open examination was held to fill the vacancy in the custodianship of the Brighton Branch, caused by the death of Miss Brock. As a result of the examination, Harriet Rice of Brighton was appointed for a probationary term, beginning August 1.

On October 1, Philip H. Savage was appointed Librarian's Secretary, this title then being attached to the position formerly held by Mr. Russell.

On November 16, John Murdoch was appointed for special service in connection with our departments of scientific literature. Mr. Murdoch's scientific training and his experience

as librarian (during a period of five years) of the Smithsonian Institution promise assistance in a direction in which expert opinion had been lacking from our force.

On December 1, Hiller C. Wellman was appointed Supervisor of Branches and Stations. This office is a newly created one. Its purpose is to unify our outlying system, to strengthen the collection of books, to improve the equipment, and to introduce uniform and more modern methods of administration. Its further fully as important purpose is to bring the branches and stations into closer touch with the Central Library, and so to improve the system of distribution that the books in the Central Library may, in fact, as they are now in name, be made to serve the city as a whole.

Including the five appointments above particularly described, there have been 38 appointments to the service during the past year, a large proportion of these to fill vacancies. They may be classified as follows:

	Central Library.	Branches.
Supervisor of Branches	1	
Librarian's Secretary	1	
Grade A, Special	1	
Grade B	4	
Grade B, Special	3	
Grade C	—	1
Grade C, Special	2	1
Grade D, Special	1	1
Grade E	13	1
Ungraded, { Engineer's, } { Binding, } { Printing, }	Departments . 8	
	<hr/> 34	<hr/> 4

Promotions (*e.g.*, from grade E to grade D) are not included in the above.

Seven general and six special examinations were held during the year, at which 351 papers were handed in. Of the 351 applicants, 125 were male and 226 female.

On February 7, grades B Special and C Special were made three-year grades. On February 28, the grade of the branch first assistant was altered from D Special to C.

I may again call attention to the reports of the several chiefs of departments, submitted with this. Each contains data concerning interesting details upon which I cannot enter here. Appendix VIII. gives the list of trustees for 45 years; Appendix IX. of examining committees; Appendix X. the by-

laws, as revised to date; Appendix XI. the schedule of library service corrected to 1897; Appendix XII. statement concerning the system of graded service; Appendix XIII. correspondence relating to gifts; Appendix XIV. the list of gifts and givers.

An institution such as this presents so many aspects of service to be rendered that perfection cannot be hoped; the variety of the opportunity multiplies the risks of imperfection. In a document intended for the public my inclination is always to abstain from commendation of associates who may, equally with the chief executive, be presumed to have the interest of the service at heart. But I have often occasion to regret that I cannot share with the public the knowledge which I gain (as no one else can) of the earnestness, conscience, good faith, and high endeavor which enter into the work of employees of this library who get general credit for no more than the routine performance of routine duties.

Respectfully submitted,
(Signed) HERBERT PUTNAM,
Librarian.

FEB. 1, 1897.

REPORT OF THE EXAMINING COMMITTEE FOR 1896.

To the Trustees of the Boston Public Library :

GENTLEMEN: The Examining Committee was organized at a meeting held Oct. 2, 1896, by the choice of John E. Hudson as Chairman, and Miss Heloise E. Hersey as Secretary. The usual sub-committees, made up as follows, were appointed:

<p style="text-align: center;"><i>Books.</i></p> <p>Barrett Wendell, <i>Chairman.</i> George M. Garland. Leighton Parks.</p> <p style="text-align: center;"><i>Catalogues, Bulletins and Finding Lists.</i></p> <p>Caleb B. Tillinghast, <i>Chairman.</i> Emma Hutchins. Azariah Smith.</p>	<p style="text-align: center;"><i>Branches, and New Modes of Distribution.</i></p> <p>Borden P. Bowne, <i>Chairman.</i> Helen Cheever. John J. McNulty.</p> <p style="text-align: center;"><i>Finance.</i></p> <p>Everett W. Burdett, <i>Chairman.</i> Joseph J. Corbett. John L. Bates.</p>
<p><i>Administration.</i></p> <p>John E. Hudson, <i>Chairman.</i> Heloise E. Hersey. Hasket Derby. Caleb B. Tillinghast.</p>	

The reports of the sub-committees have been received and considered by the full committee, who beg to report.

The vital point of the connection of the library with the daily needs of the public, and the one that needs to be fashioned and lubricated until the highest possible degree of efficiency is reached, is the placing of the books called for in the hands of the reader within the shortest possible time after the call is indicated.

Allowance must always be made for the delays necessitated by the erroneous and imperfect filling out of the call-slips, for the unreasonable complaints due to the nervous impatience of the patron, and for the delays and displacements which can

never be wholly prevented in a large library where the call slip and the book must pass through several hands. Criticism in this matter can never be wholly eliminated, but every complaint should be immediately and carefully investigated, not only to soothe the particular case, but to prevent, if possible, a similar complaint in the future.

The paramount reason for such criticism as may be well founded may doubtless be traced to the youth and inexperience of those employed as runners, and the small compensation paid them. Economy at this point involves the most serious inconvenience and irritation to the public. Until more money can be devoted to it, the greatest responsibility rests upon the executive authorities to devise every means to give life and spirit to this department of the library work. The superintendent of this force should be alert and decisive, and capable of commanding the constant and complete activity of every employee. Carelessness or inattention should lead to prompt dismissal, and, if possible, some means of reward should be devised for those who manifest exceptional promptness, intelligence and care. The attention of the trustees is called especially to this subject as one which affects every patron of the library, and to the fact that every second of time saved in the delivery of books saves valuable time to the reader, removes a most frequent cause of complaint, and objectively impresses the people with the efficient and business-like methods of the administration of the library.

Occasional intimations to the effect that the ventilation of the library is imperfect, more or less frequently found in the columns of the daily press, and referred to among the public, have again caused the attention of the committee to be directed to this subject. And they are bound to say that, not only has last year's state of things been greatly improved upon, but that the air in all parts of the building has, with a single exception, been found singularly good at each visit. In the corridors, the reading, newspaper, and delivery rooms, and in Bates Hall, remarkably little closeness has been observed. Even in the little gallery above the central entrance to the latter room, no foul air has been met with. We are inclined to attribute the criticisms on the ventilation to one of two causes; either the fact that on the days complained of the delivery and exhaust fans were not in running order, as has occasionally been the case, or else the presence of such a throng of visitors as occurs on Sunday afternoons. A system of ventilation, sufficient and satisfactory under ordinary circumstances, would here be apt to prove insufficient.

As in most buildings, the bad air of the library is met with at the top. In the upper corridor, between the special collections, where the Sargent pictures continue to attract multitudes of sightseers, the atmosphere is, especially on Sunday, vitiated and oppressive. No ample outlets have yet been provided for the escape of foul air. As was stated last year, such outlets, connected with the exhaust fan, which is so near at hand, would cause a great change to be wrought, and remove one of the reproaches of this magnificent structure.

The location of the retiring-rooms for men and women in the front lower hall, hard by the main entrance, their constant use, and, on crowded days, the almost ceaseless opening and shutting of the doors, is a distinct sanitary evil, only to be remedied by placing these offices in the back of the building. But one abuse connected with the existing state of things admits of a ready correction. We refer to the lavatory arrangements. In the men's retiring-room is a series of basins for washing, and hanging to the wall behind them are two large roller towels. The crowd that, on certain days, uses these chambers must be seen to be appreciated. People await their turn in rows, and for hours together there is no abatement in the throng. The basins are in much demand, and the towels are perforce changed four times a day. There are few more certain methods of disseminating disease than a public towel, and the present system should be immediately and finally abolished. It would be better to wholly dispense with the lavatory than to expose its frequenters to the risks they here encounter. Either the basins should be removed, or separate towels, not necessarily of large size, be furnished each individual. No question of expense should be allowed for a moment to stand in the way of this reform.

We are glad to find that lights are to be supplied the tables in the lower reading-room, as such are much needed. In the Newspaper room a considerable improvement in lighting has been effected by supplying the central stands with properly shaded lamps. The tables were already thus provided. But the old fixtures around the walls of this room should be discarded. Originally introduced for the purpose of general illumination, when it was intended to use this as a lecture hall, they are entirely unfitted for reading purposes, being destitute of shades, having their light in part cut off by a projecting flange or collar below the lamp, and shining down on the eyes of the reader, who is obliged to face them. Proper reading lamps, substituted for these now

used for a purpose for which they were never intended, would worthily complete the equipment of a room that is, in other respects, unequalled in kindred institutions.

The use, and the constantly increasing use, of Bates Hall, confirms the committee in the impression expressed in their report of last year of the need of a general reading-room in addition to the special rooms dedicated to special subjects, or particular rooms to particular classes of people. The crowded state of Bates Hall and its obvious unsuitableness for the purposes of such a room, leads the committee to suggest that action be taken in the matter.

There seem to be but two means by which proper space for a reading-room can be secured; one is the purchase of adjoining land, the other is the use of the space now devoted to a court-yard. The great expense of the former plan makes the latter seem the wiser. The committee would accordingly recommend that the Trustees proceed at their convenience to consider the advisability of the conversion of the court-yard into a reading-room.

During the last year manifest improvements have been made in the children's room. More books have been placed there, and an attendant is always ready to study and supply the wants of the children. Some good pictures have been hung on the walls, and the air of cheerful hospitality is noticeable. Much, however, still remains to be done. Books should be added rapidly till not a vacant place remains on the shelves. When new books call for more room, it should be obtained by the removal of the volumes which experience shows are least used. In no part of the library is it so necessary that there should be active life and variety.

It would be practicable that a large table should be loaded with books, maps, and pictures, illustrative of subjects of current interest. Children learn more quickly than adults from suggestion, and no device should be neglected to lead them early into the delights of substantial reading. The cheap papers and novels spare no pains to attract children, and, unless the library is prepared to cope with these foes of good taste, it will lose its hold upon many boys and girls at the most impressionable age. Especially is it advisable that books with many pictures should be ready to the hand of children. Many a book which seems to an adult over the head of a twelve-year-old boy will be found intensely interesting to him when he has once been beguiled by illustrations into beginning it. For example, books on Cuba, or on Constantinople, or on modern Athens, might well be laid within reach of the children at the present moment, and,

even if they were slightly injured by the use made of them, they would be doing service of a sort to make good citizens.

The plea may again be entered that there should be a fine, large modern globe in the children's room, and that a map of the United States should be hung in a conspicuous place in the room.

Fifteen-minute talks on books, given by men and women who knew how to talk about literature, would be an invaluable adjunct to the work of the children's room, and would certainly attract even more children to the library on Saturdays.

In regard to the buying of books, the committee beg to say that they think the present management of such matters is highly satisfactory.

The report of the Librarian, concerning the purchase of books, submitted to the Trustees on May 29, 1896, which they have examined, they heartily approve. They believe that, as is therein suggested, it might be to the advantage of the library if accredited representatives could, from time to time, be sent abroad with the view to making purchases which should increase the collections of rare and valuable books. They repeat, however, their suggestion of last year, that such purchases should be made either from the income of invested funds or from special grants. The regular grants of the city, they believe, should regularly be devoted and confined to the more popular purposes of the library, as defined in last year's report.

In view of the possibility of sudden emergencies, such as the unexpected opportunity to purchase, at short notice, considerable collections which delay might lose, they would suggest, in this connection, that a permanent reserve fund might be granted by the city, which would sensibly add to the resources of the library.

The committee fully approve a principle which they understand lately to have governed the action of the Trustees; namely, that the Public Library should accept no gifts if so hampered with conditions as in any way to interfere with their use for library purposes, as distinguished from the purposes of a museum. They are of opinion that, in all policy, the Trustees should consider that the Public Library is a library instituted first for the citizens, and secondly for the scholars of Boston. Any other purposes should always be held subsidiary to these.

The committee would suggest that the practical value of the collections of the United States patents would be greatly increased by the purchase of a duplicate set of drawings,

which might be so arranged as to render the consultation of the documents now in the library a far more easy matter than at present. This purchase, so obviously useful to citizens, devoted to mechanical inventions, might properly be made the object either of a special grant by the city or of a judiciously solicited gift.

In all its essential features the method of cataloguing now employed in the library commends itself to the committee as productive of good results for the amount expended for this purpose. A more systematic unification of the purchases for the branches, which is now in contemplation, together with the printed linotype card, will prove of great economic importance. It will be readily seen that, as copies of the same book are placed in each branch, the labor and expense will be minimized when a duplicate printed card from the Central Library does away entirely with the cost of cataloguing each copy separately at every branch in which it is placed. Few people probably realize the vast amount of work which is accomplished by the cataloguing department, and it is possible that still fewer fully realize how comparatively useless a large library would speedily become if this department were not maintained with the highest degree of promptness and efficiency. This demands the highest ability, the ripest experience, and most discriminating judgment, a quick sense of the scientific relations and the relative values of every department of human knowledge, and the most alert and efficient executive administration. This department of the Boston Public Library is well organized under an accomplished and experienced chief. It does excellent service, but there is more work that ought to be done than it can do. The allowance for its maintenance should be more generous, to the end that its bibliographical field may be extended, and that all the details of its work may be kept up to date, and fully abreast with the times.

The committee would repeat with still greater emphasis their recommendation of last year, that what was formerly known as the "lower-hall" catalogue, or a copy of it, should be incorporated in the main catalogue as speedily as possible, in order that the searcher who consults it may be sure he has before him in one index the key to the entire resources of the library.

Special card catalogues in the different departments of the library would be found very useful so far as it is practicable to prepare them. In a comparatively new department, like that of music, this would involve only the printing of duplicate cards at a merely nominal expense, and a special card

catalogue in any other department, when once established, could be maintained and continued in like manner.

The monthly bulletin of books added to the library has met with a moderate, but growing, degree of success, something like three or four thousand copies of each issue having been distributed to those who applied for them. It seems to the committee that it might be made more generally useful to those who desire to be guided to some good book to read, if two or four pages of each issue should be devoted to single-line titles of a good selection of recent books from the classes best adapted for general reading. Such a list would not be made up entirely of new books, nor would it attempt in any degree to exhaust the resources of the library in any particular direction. It should not be a stereotyped list. Each issue of the bulletin should see many changes in it, and books bearing upon topics of the day, of special interest, should find a place in it. It should be a live, suggestive, stimulating list of books, in which the ordinary reader would find some attractive title. The committee are of the opinion that it would be profitable to try the experiment of placing these bulletins freely upon the reading tables in the library, where every visitor would be at liberty to take one, without inquiring at the desk, as he is now required to do, and that the circulation of the bulletins through the branches and schools should be stimulated. If ten thousand copies instead of three thousand were circulated they would serve to multiply the number of readers, and increase the circulation of the best books in the homes of the people. It is also suggested that the nominal charge for the admirable list of books for the young be abolished, and that these lists be freely given to all children who desire them. Any tendency to wastefulness could be speedily detected, and checked by a little watchfulness on the part of the attendant in charge of the room.

The Newspaper room, with its collection of the daily papers of the principal cities of all sections of this country, and of the commercial centres of the world, is one of the most unique and progressive features of the library. Though it is well patronized, its importance is not so widely known and recognized as it should be. A public-spirited citizen has placed this mine of current information at the disposal of the people of Boston, and all who visit its Public Library. It has no parallel in the world. It should be made more useful, especially to the merchant and the "stranger within our gates." Here the visitor from any distant city or any foreign land can find the familiar daily paper which contains the

latest news from his home. The committee suggest that a list of the daily papers regularly received and on file in this room be neatly printed upon a card, with a general invitation to the people to visit the Newspaper room freely and consult them, and that copies of this card, in frames if practicable, be placed in conspicuous positions in all the railroad depots, and waiting-rooms in the principal hotels, in the rooms of the Chamber of Commerce, and other associations of business men, and such other public places as may seem expedient and desirable.

Both branches and stations are in something of a transition state at present. Many changes are making, and more are proposed. On these matters criticism would be either belated or premature. On other points the committee venture the following suggestions :

The condition of the East Boston Branch seems to the committee imperatively to demand attention at the earliest possible opportunity. This branch is unfortunate (*a*) in its room, which is dull and dingy by day, poorly lighted by night, and unattractive and ill-ventilated all the time ; (*b*) in its material equipment, both of books and furniture ; (*c*) in its surroundings, being over a municipal court room and opposite a police station ; and (*d*) in its location with reference to the centre of the population it is meant to serve.

Meanwhile, the circulation of 63,443 volumes during the past year places the branch fourth on the list, and shows the eagerness of the demand for books.

The committee recommend most strongly that a special appropriation be granted to re-locate and properly equip this branch. This is, in their opinion, the first and most important change to be undertaken by the Board of Administration with regard to the branches.

In the case of the South End Branch, the committee recommend that a deposit station be maintained in the present location in the basement of the English High School building, and that the branch be relocated somewhere near the Cathedral on Washington street. The branch has not suffered in circulation from the proximity of the Central Library. It ranks third among the branches as measured by circulation, and the inhabitants of the district are strenuous against any suggestion of its abandonment.

The re-location and a larger reading-room would greatly increase its efficiency.

The South Boston Branch has attractive quarters, well lighted and well arranged. The committee, however, raise the question whether the \$2,500 rent would not pay the in-

terest on the cost of a building which would give ampler accommodations and possibly be more centrally located. Seeing that the Federal Government is also paying a high rent for a post-office building, the committee suggest the query whether an arrangement might not be made with the Federal Government for a joint building which would accommodate both the library and the post-office. This has been done elsewhere.

The committee find the catalogues in need of renewal and revision at most of the branches. At the Roxbury Branch only three copies of the printed catalogues remain, and of these the two allotted for public use are soiled and tattered and the card catalogue is incomplete. Such a condition of the catalogue seriously interferes with the use of the library.

In most of the branches, also, the committee find a lack of shelf-room, and much of the shelving is so constructed as to be difficult to use. Books are put into the shelves with the front edge down, so that only the bottom ends appear. This leaves altogether too much to the imagination for the best use of the library.

There are also a great many unused books in the branch collections, books which are no longer called for, and only serve to fill up the shelves.

This matter of revising the catalogues, of shelving, and of unused books seems to the committee to be something which should be considered as a whole. The independent collections of the Roxbury and Charlestown branches might be catalogued by themselves; and then all the other books, both of these and of the other branches, might be treated in something like a common scheme.

In the judgment of the committee, it is desirable, before undertaking any revision of the catalogues or revising the shelving, to form some more definite policy concerning the branches than at present obtains. Owing to the lack of such policy, the development of the branches hitherto has been somewhat at random. The result is seen in the heterogeneous contents of the catalogues.

The committee venture suggestions as follows:

1. A branch should not be an independent library, but should be subordinate to the Central Library; and no work should be undertaken by the branch which is already adequately provided for by the Central Library.

2. It is not necessary that a branch should be a large library. It cannot be this without an unnecessary and costly reduplication of books.

3. It is desirable that the books in the branch collection should be as active as possible. Apart from an ample supply of periodicals, both popular and solid, the branch collection should consist of: (*a*), the fundamental works of reference; (*b*), a carefully selected set of juvenile books; (*c*), a collection of such books as are needed for coöperation with the work in the schools, and (*d*), a not very numerous collection of miscellaneous books for which there is a popular demand. Books other than these should be drawn from the Central Library. The purchase of new books for the branches should be made in accordance with these considerations.

4. Provision should be made for withdrawing from branches books which are no longer in demand. In this way the branch collection might be kept alive, and less shelving would be needed.

The revision of the existing collections could be done at the present time in connection with the necessary preparation of new catalogues, so as to be much less expensive than at any other period.

In connection with the new shelving required, the committee call attention to the established principle in library theory, that it is desirable that the readers, so far as possible, should be allowed free access to the shelves. Many books would be taken from the shelves and read which would never be ordered from a catalogue. The committee recommend that all modifications of shelving be made with this principle in view. It is also recommended that in cases where no enlargement of the collection of miscellaneous books open to the public is at present possible, these collections should be frequently changed, and should always contain a good proportion of the more solid works.

The affairs of the Charlestown Branch remain in an unsettled state, because of the complications arising from the Harris fund, and the Harris collection. The transfer of the collection to the Central Library would require an enabling act by the Legislature, and the attempt to secure such an act has failed hitherto, largely, it would seem, because of misunderstanding on the part of the opponents. It is not proposed to alienate the title of the city of Charlestown, nor to divert the funds from the use mentioned in the bequest. The only thing proposed is to remove the Harris collection to the Central Library building. The reasons for doing this are:

(*a*) Greater safety. The collection is exposed to great fire risk where it is and could hardly be replaced if destroyed.

(b) Greater utility. The collection has a scholarly, rather than a popular interest, and as such would be most useful in connection with the other special collections of the library.

Supposing the transfer made, the city of Charlestown retains its title in the collection, and the funds are expended for the increase of the collection, as directed in the bequest.

The people of Charlestown are as free as ever to draw works from the collection through the Charlestown Branch. The only difference would be that they must wait a few hours before the books are delivered. But this would not be a great hardship, as the calls for books from the collection do not average four a month. The purchase of books is limited to those published before 1850; and hence the collection can never have any popular interest. For the scholars of Charlestown the collection would be more conveniently located in the Central Library, where they could then consult the other collections also. The Charlestown Branch would gain by the removal. A large and greatly needed increase of room for popular books would be at once secured.

On all these accounts, the committee recommend a renewal of the request for an enabling act from the Legislature permitting the transfer of the Harris collection to the Central building.

The desirability of bringing the library into closer connection with the public schools has long been apparent. The ideal method would be to make the schools delivery and deposit stations. This seems so desirable that the committee recommend a special appropriation for this purpose, if need be, whenever the Board of Administration ask for it. The committee hear with approval of a beginning in this direction about to be made at the North End. Owing to the character of the population, the library circulation in this district is largely of juvenile works; and the school deposit station is peculiarly adapted to this neighborhood.

But the committee are not satisfied that this meets all the claims of the North End. The removal to the West End of the branch originally in this section leaves the district without library accommodations. The committee recommend the establishment of a delivery and deposit station in the North End, with an adequate reading-room.

The committee also recommend the deposit of a collection of suitable books at Rainsford Island, for the use of the House of Reformation for Juvenile Offenders. The present custom of sending soiled and tattered volumes, the rubbish of the library and the branches, does not tend to reform these youths.

The circulation of books from the Central Library, through the branches and delivery stations in 1895, showed a marked falling off from that of 1894. This was largely due to the closing of the library to the public during the transfer to Copley square. This falling off has disappeared during the current year. Nevertheless, the circulation from the Central Library through the branches and delivery stations still continues very small.

In the case of the branches there is a large circulation from their own collections, but in most of the delivery stations there has been, until recently, no deposit of books at the station; and the whole expense of the station has been incurred to circulate from one to four books a day. Great improvements have been made, especially during the current year, but much remains to be done in order to secure an adequate return for the expense of the circulation.

Some reasons for the small circulation exist which admit of removal. In the first place, the delivery stations have no adequate catalogue of the Central Library. Here the remedy is manifest. In the next place, not more than fifty per cent of the orders received can be filled, owing to the absence of the books from the Central Library. There seems to be no way of completely meeting this difficulty except by buying more copies of popular works. In the case of books dealing with special topics some relief may be found in a form of order recently adopted, which admits of substituting other works on the same topic.

But the most effective of all the means for increasing the popular circulation consists in the admirable plan of the Librarian, adopted last year, of keeping deposits of books accessible to the public at the delivery stations. Last year there was but one deposit station; this year there are thirteen; and the circulation from these deposits has increased from 4,595 last year to 75,325 for the current year. The circulation from the Central Library on borrowers' cards at the delivery stations has increased from 18,774 for 1895, to 29,340 for 1896. The circulation of the branches and delivery stations for home use for the last three years is shown in the following table:

CIRCULATION OF BRANCHES AND DELIVERY STATIONS.

	1894.	1895.	1896.
<i>Branches :</i>			
Including West Roxbury and Mt. Bowdoin	523,253	547,822	591,210
<i>Delivery Stations :</i>			
From deposit	4,595	75,325
Books received from branches on borrowers' cards	15,515	15,410	12,230
Total circulation of branches and stations, from deposits and from their own collections.....	538,768	567,827	678,765
<i>Delivery Stations :</i>			
Books received on borrowers' cards from the Central Library.....	22,320	18,774	29,340
<i>Branches :</i>			
Books received on borrowers' cards from the Central Library.....	9,308	9,159	11,354
Total	31,628	27,933	40,694

It will be seen from this table (*a*) that there has been a very great increase in the total circulation of branches and stations in the last two years; (*b*) that this increase has been largely due to the deposit stations, and (*c*) that the increase in the circulation of the stations has led to only a relatively small decrease of the circulation of the branches. It is also clear that the extension of the popular circulation of the books of the library should be sought through the increase and improvement of the delivery and deposit stations, rather than through the enlargement and multiplication of the branches.

These gratifying results constitute the highest praise of the wisdom and energy which characterize the Board of Administration.

The necessities of the Central Library, owing to its change of abode, necessarily led for a time to a relative neglect of

the branches and stations. The large increase also of the fixed expenses for the Central Library must tend in the same direction, unless met by corresponding increase in the appropriation. The amount spent on books in branches and stations in 1894 was only \$3,707. In inaugurating the new policy which has led to such happy results, \$10,000 were spent for the same purpose in 1895, and \$12,000 in 1896. These sums have been expended mainly in placing full lists of reference books and collections of selected reading for the young and current literature in the branches, and in the purchase of the necessary books for the deposit stations.

The committee recommend that the Board of Administration be granted such appropriation of money as may be needed to continue the policy so happily inaugurated.

An examination of the report of the Auditor of the library shows the annual receipts and disbursements to be in the neighborhood of \$250,000. The income is derived from appropriations made by the City Government, and from trust funds, donations, rents, interest, fines, sales of catalogues, etc. The expenditures are made for a great variety of purposes, many of them of very small amounts.

The total income for the year was	.	.	.	\$272,700
The expenditures were, approximately	.	.	.	245,700

Besides the money appropriated by the city, and the income on trust funds held by the City Treasurer, and the money for minor current expenses in the hands of the Auditor of the library, there are kept on deposit in London, funds to the amount of about \$20,000 for the purpose of meeting drafts drawn for the purchase of books abroad.

The first question which occurs concerning a financial department so extensive and important is whether it is subject to a thorough and comprehensive system of audit. On investigation, we ascertained that until a comparatively short time ago no system of audit worthy of the name had been in practise; but we are pleased to report that recently a comprehensive and satisfactory method has been formulated and is now in use. Not a single expenditure, however trivial, is made without the prior authorization of the Board of Trustees and the written authorization of the President.

The only suggestion which we have to make in this connection is that it would be advisable, if practicable, to have the expenditures in the binding and printing departments, which amount, exclusive of salaries, to a considerable sum, examined by some disinterested person not connected with

the library,—preferably a member of the Examining Committee, especially appointed for that purpose, and familiar with the market rates of labor, material and supplies for which the payments are made. While we have no reason to suppose that economy and discretion are not practised in these departments, we think it would tend to perfect the financial methods of the library, otherwise so satisfactory.

We renew the suggestion of our immediate predecessors that the amount of real and personal property authorized to be held by the Library Corporation should be increased by law. We are not prepared to state just what the amount of such property now is, for we are not informed whether the city or the Library Corporation has the title to certain portions of it; but the capacity of the Trustees, who constitute the Corporation, to hold any amount of property which they are likely to have or receive should be unquestioned. It is reasonable to hope and expect, now that the library has been housed in a building of such exceptional fitness and beauty, and the usefulness of the collection so largely extended, that large donations by will or otherwise may be made, and it would be unfortunate in the extreme if it were possible that any doubt could be raised as to the legal capacity of the Corporation to accept such gifts.

We suggest that a careful estimate be made of the value of the real and personal property now vested in the Trustees, and that a bill be then framed and presented to the Legislature, increasing the amount which may be so held, to such an extent as to insure that the library will be in no danger of losing any property or funds through legal inability to acquire or hold them.

The building appropriation for the new library is, or when all bills are paid will be, exhausted, and a considerable additional sum is imperatively necessary to fit the building for its intended uses. In a structure so large and so difficult to adapt to the best administrative methods, certain changes are unavoidable. Besides these, additional heating and lighting apparatus have been found indispensable, the ventilating devices have needed improvement, rooms left unfinished have been put into use, additional furniture has been needed, and other expenditures have been found necessary to complete and furnish the building. These facts make it desirable that a considerable amount be added to that heretofore available for the purpose of putting the building into thoroughly usable condition, not including, however, the completion of important decorations, which may well be left for gradual treatment as funds are available for that purpose.

We therefore endorse the application which has been made to the present Legislature by or at the request of the Trustees for an act to authorize the city to borrow the additional sum of \$100,000 for the completion of the building, and for other necessary purposes. The necessity for this arises from the fact that the large amount which will be realized from the sale of the old library building will not be available for library purposes.

The annual appropriation by the City Government for the maintenance of the library and the purchase of books must necessarily increase from year to year, to correspond with the increase in population, and the extension of the use made of the library. We think, however, that there should always be available a special appropriation of a reasonable amount for use solely for the purchase of books in large numbers or of considerable value, which are now and then put upon the market in this country or abroad, the opportunity for the purchase of which is but brief.

Scarcely anything would more effectually promote the financial interests of the library than a thorough agreement for coöperation between this and other large libraries in the immediate vicinity. It would seem, for example, an unnecessary waste of money to duplicate here the legal treatises and reports which are available to any citizen in the State Library; and the same is true of books in other branches of special knowledge. If, therefore, a thorough and cordial system of coöperation could be brought about between the Boston Public Library, the Library of Harvard College, and the State Library of Massachusetts, not to mention several important libraries not open to the general public, but more or less accessible to students and specialists, it would materially decrease the expenses of the library in accumulating books for special departments, and leave funds available for more general purposes.

We would suggest that, in addition to printing in the annual reports of the Trustees a list of the names of those who contribute books or make gifts or donations of any other character to the library, a small but artistic certificate of a permanent character be prepared and furnished to all such persons in the future, as a token of appreciation of their thoughtfulness and generosity, instead of, or in addition to, the letter of acknowledgment now employed for that purpose.

In conclusion, the committee beg to say that if it is to be assumed that the Examining Committee itself is a portion of the machinery to be examined and commented upon, they

would suggest that very considerable changes are necessary in that body to make it a seriously useful help in the administration of the library. It consists, and naturally so, of busy people; is appointed late in the year, that is, in the busiest season of the year; and the need of incorporating its report in the report of the Trustees to the Mayor shortens the time in which it has to work; all of which things put a pressure upon the action of the committee that almost certainly results in perfunctory service. It neither has sufficient time to study its problems — indeed, there is hardly time to apprehend them — nor, from the character of its constitution, can it follow out, or observe the working out, of any suggestions made by it.

The committee has no suggestions to make as to the solution of the difficulty, if difficulty it be, but it is content to leave the matter, having pointed out what it takes to be an essential weakness in the Examining Committee, as it exists at present. It is, of course, a matter for the Trustees themselves to determine whether the things shall go on as heretofore, exciting annually an amiable interest in the library in the minds of a dozen or more people; or whether the Board of Visitors is to be made more permanent in its shape, although the individuals may change (a certain part of the individuals composing the committee being renewed each year), in which case, perhaps, such a board should not be appointed by the Trustees, and directed to report to them; or whether a still greater element of permanence shall be given by a considerable increase in the Board of Trustees itself, the examining committee being abolished.

Respectfully submitted,

By order of the Committee,

JOHN E. HUDSON, *Chairman*.

HELOISE E. HERSEY, *Secretary*.

APPENDICES.

1896.

LIST OF APPENDICES.

- I. FINANCIAL STATEMENT.
- II. EXTENT OF THE LIBRARY BY YEARS.
- III. NET INCREASE OF THE SEVERAL DEPARTMENTS, INCLUDING BRANCHES.
- IV. CLASSIFICATION : CENTRAL LIBRARY.
- V. CLASSIFICATION : BRANCHES.
- VI. REGISTRATION.
- VII. CIRCULATION.
- VIII. TRUSTEES FOR FORTY-FIVE YEARS.
- IX. EXAMINING COMMITTEES FOR FORTY-FIVE YEARS.
- X. LIBRARY SERVICE (APRIL 1, 1897), INCLUDING SUNDAY AND EVENING SCHEDULE.
- XI. SYSTEM OF CIVIL SERVICE.
- XII. CORRESPONDENCE.
- XIII. GIVERS, AND AMOUNT OF GIFTS.

APPENDIX I.

FINANCE.

BOSTON PUBLIC LIBRARY,
AUDITING DEPARTMENT, February 1, 1897.*To the Trustees :*

GENTLEMEN : The undersigned herewith presents a statement of the receipts and expenditures of the Library Department for the financial year commencing February 1, 1896, and ending January 30, 1897 ; also a statement concerning the Trust and other funds, statements covering special appropriations, and a statement of expenditures on account of the branches for the twelve years ending 1896-97.

Respectfully,

A. A. NICHOLS,
Auditor.

RECEIPTS.

City appropriation, 1896-97	\$225,000 00		
Rents from old Library Building :			
Balance from			
1895-96,	\$1,664 65		
During the year	5,749 00		
	<hr/>	\$7,413 65	
Unexpended of the transfer to			
Mattapan reading-room		45 73	
		<hr/>	7,459 38
			<hr/>
			232,459 38
Income from Trust Funds :			
In hands of City Treas-			
urer, Feb. 1, 1896,	\$10,328 19		
During the year	*4,729 66		
	<hr/>		
	\$15,057 85		
Less amount trans-			
mitted to J. S.			
Morgan & Co.	14,936 85		
	<hr/>	\$121 00	
Fines and sales of catalogues :			
In hands of City			
Treasurer	\$4,177 41		
	<hr/>		
Carried forward	\$4,177 41	\$121 00	\$232,459 38

* The interest due on Trust Funds invested in City Bonds, from July 1, 1896, to January 1, 1897, amounting to \$4,356.00 has not yet been placed to the credit of the Library Trustees. The total income from Trust Funds for the year is \$9,085 66.

<i>Brought forward</i>	\$4,177 41	\$121 00	\$232,459 38
Less amount trans- mitted to J. S. Morgan & Co. .	2,304 52		
	<hr/>	1,872 89	
London accounts:			
In hands of J. S. Morgan & Co., Feb. 1, 1896 .	\$13,573 13		
During the year .	17,241 37		
Interest on deposit to Jan. 1, 1897 .	178 00		
	<hr/>	30,992 50	
In hands of Baring Bros. & Co.		72 75	
Donations:			
From W. C. Todd, unexpended Feb. 1, 1896 . . .	\$2,776 25		
During the year .	2,000 00		
	<hr/>	4,776 25	
From Woman's Edu- cation Association, unexpended Feb. 1, 1896 . . .	\$383 51		
During the year .	12 71		
	<hr/>	396 22	
From Andrew C. Wheelwright, unexpended Feb. 1, 1896 .		32 50	
From Miss Victorine T. Artz .		10,000 00	
Exchange account: Lost books, sales of duplicates, etc.:			
Balance from 1895-96 . . .	\$580 10		
During the year .	217 14		
	<hr/>	797 24	
Interest on bank deposit . . .		1,322 14	
		<hr/>	50,383 49
			<hr/>
			\$282,842 87

The expenditures have been as follows:

General library accounts, including the cost of
maintaining the branches:

Salaries:

General administra- tion . . .	\$113,004 21		
Sunday and evening force . . .	17,558 07		
	<hr/>	\$130,562 28	

<i>Carried forward,</i>	\$130,562 28	<hr/>	\$282,842 87
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<i>Brought forward,</i>			\$130,562 28	\$282,842 87
Books:				
City appropriation	\$25,388	25		
Income from Trust Funds		8,992 88		
			34,381	13
Periodicals			6,049	10
Binding:				
Salaries	\$11,847	64		
Stock		1,504 61		
Equipment		488 75		
Contract work		1,665 73		
			15,506	73
Printing:				
Salaries	\$3,761	99		
Stock		4,301 64		
Equipment		2,774 89		
Contract work		1,517 10		
			12,355	62
Furniture and fixtures			1,108	28
Gas			1,790	90
Electric lighting			1,239	66
Water-rates			1,366	10
Telephone service			390	72
Expense, miscellaneous			1,451	26
Expense, cleaning			4,612	68
Stationery and library supplies			3,886	46
Rents: Branch Libraries and Reading-Rooms			4,884	00
Fuel			6,439	21
Repairs:				
Stock and contract work	\$3,648	74		
Salaries		2,049 83		
			5,698	57
Transportation, including postage			1,969	13
Transportation between Central Library and Branches			3,562	25
Rent of Deliveries, including Custodians' services.			3,101	22
Subscriptions to newspapers (Todd gift),	\$1,826	15		
Books and periodicals for West End Branch		403 35		
Books and odd numbers of periodicals		21 16		
			2,250	66
<i>Carried forward,</i>			\$242,605 96	\$282,842 87

<i>Brought forward,</i>		\$242,605 96	\$282,842 87
West End Branch:			
Installing switch, etc.,			
Lord Electric Co.	\$20 50		
Building fence, F.			
W. Whitcomb	20 00		
Electric lighting	337 19		
Fuel	145 80		
Furniture	87 50		
Insurance	22 50		
Water-rates	8 40		
Library supplies	109 80		
		751 69	
Mattapan Reading-Room:			
Books, W. B. Clarke			
and Co.	\$5 00		
Services of Custodian, month of			
January, 1896	4 16	9 16	
			243,366 81
Balance on hand January 31, 1897.			<u>\$39,476 06</u>

The balance is made up of the following items, viz.:

Cash in hands of City Treasurer,

Feb. 1, 1897, as follows:

Income from Trust Funds	\$121 00	
Rents from old Library Building	2,274 05	
Fines and sales of catalogues	532 89	
		\$2,927 94

Cash on deposit in London:

Trust Funds	\$14,051 74	
General funds	7,422 69	
		21,474 43

Cash on deposit with New England Trust Co., and on hand:

Unexpended of donations carried to account of 1897-98:		
W. C. Todd	\$2,950 10	
Woman's Education Association	22 27	
A. C. Wheelwright	3 10	
		2,975 47

Exchange account: Lost books, etc.	776 08	
Interest on bank deposit	1,322 14	
Victorine T. Artz fund	10,000 00	
		<u>\$39,476 06</u>

GENERAL APPROPRIATIONS.

A statement comparing the expenditures for the financial year ending Jan. 31, 1896, with the expenditures for the present financial year ending Jan. 31, 1897.

	1895-96.	1896-97.
Salaries : General administration.....	\$91,954 60	\$113,004 21
“ Sunday and evening force.....	11,130 60	17,558 07
Binding : Salaries.....	10,626 87	11,847 64
“ Stock.....	2,406 14	1,504 61
“ Contract work.....	1,718 54	1,420 72
“ Equipment.....		488 75
Books.....	18,231 86	25,040 32
Periodicals.....	5,307 49	6,049 10
Furniture and fixtures.....	7,326 01	1,195 78
Gas.....	1,729 76	1,790 90
Electric lighting and power.....	4,758 42	1,576 85
Water rates.....	595 00	1,374 50
Telephone service.....	480 11	390 72
Expense: Miscellaneous.....	3,845 17	1,473 76
“ Cleaning.....	3,870 55	4,612 68
Printing: Equipment.....	5,300 00	2,774 89
“ Stock.....	1,012 92	4,301 64
“ Contract work.....	4,960 44	1,517 10
“ Salaries.....	485 00	3,761 99
Stationery and Library supplies.....	3,200 40	3,996 26
Fuel.....	6,192 07	6,585 01
Rents.....	6,285 48	4,884 00
Repairs: Stock and contract work.....	1,987 29	3,689 24
“ Salaries.....	2,699 00	2,049 83
Transportation: postage, etc.....	530 53	1,969 13
Transportation between Central Library and branches.	3,285 43	3,562 25
Rent of deliveries, including Custodians' services....	2,347 25	3,105 38
	\$202,266 93	\$231,525 33
Moving expenses.....	*6,341 12	
	\$208,608 05	

* This sum covers items which were paid out of the balance of the special appropriation for moving expenses, and which would otherwise have been spread among the various classes of expenditures above enumerated.

The cost of maintaining the branches makes part of the general items of the several appropriations:

Cost of branches, 1895-96	\$47,947 23
Cost of branches, 1896-97	62,785 39

Amount expended for books is for bills paid out of the city appropriation only.

The amount expended for books and binding (not included above) paid from trust funds and city money in hands of London bankers:

For 1895-96	\$9,516 29
For 1896-97	9,590 82

Gross expenditure for the year 1895-96, amounting to \$208,608.05, includes payments made from the revenue derived from old Library Building for the West End and Mattapan branches.

West Church, remodelling and furnishing:

Balance of city appropriation	\$11,981 56
---	-------------

Payments:

Contractors:

J. J. Flynn	\$4,777 28
A. A. Sanborn (heating and ventilating)	1,361 55
Robert D. Ireland (electric light fixtures)	1,253 00
Mellish, Byfield & Co. (furniture).	1,123 50
A. D. Hicks & Son	940 00
Architects, A. S. Jenney and T. A. Fox	598 85
Lord Electric Co.	383 84
Smith & Forbes (plumbing)	307 30
John White (painting tower)	148 70
Furnishings	969 77
Incidentals	174 69

\$12,038 48

Less amount transferred to furniture, general appropriation	56 92
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11,981 56

Library Building, furnishing:

Balance of city appropriation	\$41,339 92
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Payments on account:

Mellish, Byfield & Co.	\$9,462 90
Ira G. Hersey	1,201 72
Samuel Hayward	1,140 00
Smith & Lovett	870 00
Torrey, Bright & Capen Co.	825 95
Koopman & Co.	660 00
R. Hoe & Co.	235 75
Foster Brothers	300 00
Walworth Mfg. Co.	145 00
Irving & Casson	100 00
Architects, A. S. Jenney & T. A. Fox	274 65
Richard Codman	272 59
Sundry small accounts	1,311 40

16,799 96

Balance, February 1, 1897	\$24,539 96
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GENERAL EXHIBIT OF APPROPRIATIONS, SOURCES OF REVENUE AND OTHER FUNDS.

	Balances from 1895-96.	Revenue Re- ceived during the year 1896-97.	Appropriation 1896-97.	Total Credits.	Expenditures for 1896-97.	Balances to 1897-98.
Library Building, Dartmouth Street.....	\$139,983 17	\$139,983 17	\$50,502 00	\$89,481 17
Library Building, furnishing.....	41,339 92	41,339 92	16,739 96	24,539 96
General Library.....	\$10,875 94	\$225,000 00	235,875 94	* 233,069 00	2,806 94
West Church, remodelling and furnishing.....	11,981 56	11,981 56	11,981 56	
Old Library Building.....	1,664 65	5,749 00	7,413 65	5,176 17	2,237 48
Exchange Account: Lost books, sales of duplicates, etc.....	580 10	217 14	797 24	21 16	776 08
W. C. Todd.....	2,776 25	2,000 00	4,776 25	1,826 15	2,950 10
Woman's Education Association.....	383 51	12 71	396 22	373 95	22 27
Gift of Andrew C. Wheelwright.....	32 50	32 50	29 40	3 10

* The above sum, \$233,069.00, does not include the expenditure for books and binding made by draft on J. S. Morgan & Co., London, amounting to \$9,590.82, but does include the sum of \$2,304.52 transmitted to J. S. Morgan & Co., which is charged against our appropriation by the City Auditor.

RECEIPTS FROM FINES AND SALES OF CATALOGUES.

Receipts from fines, 1896-97.....\$3,890 88
 Receipts from sales of catalogues, 1896-97.....286 53

Total amount added to the general appropriation.....\$4,177 41

STATEMENT OF TRUST FUNDS.

GIVER.	Balances from 1895-96.	Income, 1896-97.	Total Credits.	Expenditures, 1896-97.	Balances to 1897-98.	Over expended.
1. Joshua Bates.....	\$3,540 81	\$1,000 00	\$4,540 81	\$3,268 42	\$1,272 39	
2. Jonathan Phillips.....	2,617 45	800 00	3,417 45	1,332 17	2,085 28	
3. Abbott Lawrence	1,729 72	300 00	2,029 72	162 08	1,867 64	
4. Charlotte Harris	3,688 21	300 00	3,988 21	3,988 21	
5. Henry L. Pierce.....	342 92	100 00	442 92	230 29	212 63	
6. Mary P. Townsend	465 94	100 00	565 94	107 12	458 82	*\$253 27
7. George Ticknor	80 00	24 11	
8. John P. Bigelow	235 30	20 00	256 30	256 30	
9. Franklin Club	25 14	20 00	45 14	12 50	32 64	
10. Samuel A. Green.....	165 35	47 50	213 45	23 38	190 07	
11. South Boston.....	28 97	2 00	30 97	72 00	41 03
12. Arthur Scholfield	3,829 79	1,236 00	5,065 79	2,731 30	2,334 49	
13. Joseph Scholfield						
14. Thomas B. Harris.....	95 29	20 00	115 29	53 44	61 85	
15. Daniel Treadwell	980 82	438 16	1,418 98	840 96	578 02	
16. Edward Lawrence	15 11	10 00	25 11	25 11	
17. J. Ingersoll Bowditch.....	688 38	175 00	863 38	135 11	728 27	

18. Charles Greely Loring Memorial Fund	10 00	10 00	10 00	
19. Charles Mead,				
William C. Todd	\$18,450 80	\$4,658 66	\$23,029 46	\$14,101 72
	2,776 25	12,000 00	4,776 25	2,550 10
	\$21,227 05	\$6,658 66	\$27,885 71	\$17,051 82

* Over-expenditures of previous years.

† The assumed income of \$53,000, given annually by William C. Todd, to be expended for purchase of newspapers, foreign and domestic.

LIBRARY BUILDING, DARTMOUTH STREET.

From July 1, 1887, to Jan. 31, 1897.

CONTRACTS.	Amount Contracted for.	Amount Certified and Paid.	Balance Uncertified.
John T. Scully	\$7,714 44	\$7,714 44	
Woodbury & Leighton, 1st contract.....	313,596 79	313,596 79	
Woodbury & Leighton, 2d contract.....	756,233 87	756,233 87	
R. C. Fisher & Co.	48,784 40	48,784 40	
R. Guastavino	85,544 04	85,544 04	
Lindemann, T. C. R. T. Co.....	35,209 54	35,209 54	
Batterson, See & Eisele.. ..	57,273 00	57,273 00	
Post & McCord, 1st contract.. ..	43,662 43	43,662 43	
Post & McCord, 2d contract.....	50,900 00	50,900 00	
David McIntosh, 1st contract.....	48,716 81	48,716 81	
David McIntosh, 2d contract.....	20,823 00	20,823 00	
Bowker, Torrey & Co	110,459 00	110,459 00	
Ira G. Hersey	90,705 70	90,705 70	
Snead & Co., Iron Works.....	76,419 75	76,419 75	
Norcross Bros.	52,857 00	52,857 00	
General Electric Co.. ..	21,209 30	21,209 30	
Isaac N. Tucker.....	8,952 43	8,952 43	
M. T. Davidson.....	3,894 00	3,894 00	
Augustus St. Gaudens.....	50,000 00	3,000 00	\$47,000 00
Archer & Pancoast.....	15,122 80	15,122 80	
John S. Sargent.....	15,000 00	7,500 00	7,500 00
E. A. Abbey.....	15,000 00	9,500 00	5,500 00
P. Puvis de Chavannes.....	48,235 00	48,235 00	
Bethlehem Iron Works.....	1,617 40	1,617 40	
Freight on electrical machine (Knight & Son),	78 10	78 10	
Siemens & Halske.....	14,000 00	14,000 00	
I. P. Morris Co.....	13,889 86	13,889 86	
W. J. McPherson.. ..	5,158 91	5,158 91	
N. E. Tel. and Tel. Co.....	997 12	997 12	
D. C. French.....	25,000 00		25,000 00
E. E. Garnsey.....	2,500 00	2,500 00	
E. D. Leavitt.....	6,892 95	6,028 87	864 08
Lake Erie Engineering Works.....	1,400 00	1,000 00	400 00
<i>Carried forward.....</i>	\$2,047,847 64	\$1,961,583 56	\$86,264 08

LIBRARY BUILDING, DARTMOUTH STREET.—*Concluded.*

CONTRACTS.	Amount Contracted for.	Amount Certified and Paid.	Balance Uncertified.
<i>Brought forward</i>	\$2,047,847 64	\$1,961,583 56	\$86,264 08
Walworth Construction and Supply Co.....	1,975 00	1,200 00	775 00
Siemens & Halske.....	4,215 00	4,215 00
Walworth Construction and Supply Co.....	350 00	350 00
A. A. Sanborn.....	398 00	398 00
Norcross Bros.....	597 00	597 00	
Furniture.....	26,107 82	26,107 82	
Construction.....	50,387 77	50,387 77	
Heating and ventilating.....	70,457 06	70,457 06	
Incidentals.....	66,388 54	66,388 54	
Architects' commission of 5 per cent.....	97,624 72	97,624 72	
Architects' commission of 7½ per cent.....	5,027 25	5,027 25	
	\$2,371,375 80	\$2,279,373 72	\$92,002 08

Appropriation.....\$2,368,854 89

Payments.....2,279,373 72

\$89,481 17

Balance uncertified.....92,002 08

Deficit... ..\$2,520 91

LONDON ACCOUNTS.

	Balances from 1895-96.	Remit- tances, 1896-97.	Total Credits.	Expendi- tures, 1896-97.	Balances unex- pended.
J. S. Morgan & Co., Interest on deposit.. }	£ s. d. 2,777 3 7	£ s. d. 3,556 14 1	£ s. d. 6,333 17 8	£ s. d. 1,967 0 2	£ s. d. 4,366 17 6 36 9 6 }
Baring Bros. & Co..	15 0 0	15 0 0	15 0 0
	2,792 3 7	3,556 14 1	6,348 17 8	1,967 0 2	4,418 7 0

EXPENDITURES FOR BRANCHES AND DELIVERY STATIONS, 1885-97.

	1885-86.	1886-87.	1887-88.	1888-89.	1889-90.	1890-91.	1891-92. 9 mos.	1892-93.	1893-94.	1894-95.	1895-96.	1896-97.
EAST BOSTON.												
Salaries.....	\$2,009 83	\$2,898 18	\$3,148 96	\$2,877 60	\$2,649 15	\$2,643 83	\$1,878 10	\$2,588 49	\$2,528 49	\$2,835 31	\$2,814 68	\$2,891 92
Books.....	426 17	592 06	422 12	384 28	333 22	255 55	417 68	513 79	288 87	339 85	842 14	920 38
Expense.....	599 14	717 65	684 14	698 73	483 02	999 90	604 96	757 05	764 83	621 15	609 45	769 53
	\$3,335 14	\$4,207 89	\$4,255 22	\$3,960 61	\$3,470 39	\$3,899 28	\$2,900 74	\$3,859 33	\$3,582 19	\$3,816 31	\$4,266 27	\$4,521 83
SOUTH BOSTON.												
Salaries.....	\$3,307 36	\$3,285 17	\$3,516 63	\$3,304 05	\$3,057 13	\$2,904 60	\$2,306 95	\$3,389 11	\$2,996 30	\$3,271 93	\$3,249 45	\$3,498 40
Books.....	798 98	951 07	763 17	774 83	642 08	448 46	707 85	783 56	573 23	771 37	898 75	1,819 38
Expense.....	635 17	656 77	518 60	3,620 53	2,748 16	3,172 57	3,102 20	3,054 57	3,328 14	3,142 26	3,624 76	3,804 63
	\$4,741 51	\$4,893 01	\$4,798 40	\$7,699 51	\$6,447 37	\$6,525 63	\$6,117 00	\$7,227 24	\$6,897 67	\$7,185 56	\$7,772 96	\$9,122 41
ROXBURY.												
Salaries.....	\$3,467 10	\$2,863 72	\$3,724 58	\$3,514 01	\$3,336 47	\$3,154 69	\$2,301 35	\$3,382 30	\$3,121 85	\$3,262 95	\$3,161 55	\$3,447 72
Books.....	589 37	754 06	726 40	675 76	457 34	452 94	442 75	774 26	386 77	404 49	658 42	1,332 09
Expense.....	897 83	1,136 70	1,176 32	2,939 52	2,434 61	2,725 27	2,675 43	2,310 20	2,957 53	2,526 12	3,000 15	2,678 90
	\$5,054 30	\$4,754 48	\$5,627 30	\$7,129 29	\$6,228 42	\$6,332 90	\$5,419 53	\$6,466 76	\$6,476 15	\$6,283 56	\$6,820 12	\$7,458 71
CHARLESTOWN.												
Salaries.....	\$2,760 19	\$2,599 61	\$2,848 01	\$2,654 77	\$2,023 67	\$2,738 62	\$1,950 18	\$2,608 83	\$2,201 90	\$2,596 88	\$2,397 53	\$3,008 51
Books.....	606 86	996 85	733 84	672 11	583 39	604 78	375 17	689 15	386 00	423 64	835 91	1,256 10
Expense.....	675 17	774 35	909 38	924 80	871 99	868 86	872 93	974 89	1,105 35	786 05	913 62	1,635 78
	\$4,042 22	\$4,370 81	\$4,491 23	\$4,551 68	\$4,079 05	\$4,212 16	\$3,198 28	\$4,272 87	\$3,693 25	\$3,806 57	\$4,117 06	\$5,300 39

BRIGHTON.

Salaries.....	\$1,584 71	\$1,573 05	\$1,713 34	\$1,613 39	\$1,562 55	\$1,562 20	\$1,134 87	\$1,758 88	\$1,687 77	\$1,872 00	\$1,898 00	\$2,040 75
Books.....	201 20	277 16	338 02	264 50	188 53	96 44	214 44	172 61	126 80	254 54	741 00	1,063 73
Expense.....	700 51	762 33	749 61	846 90	953 55	1,292 97	1,111 39	778 21	1,048 23	584 80	592 89	1,218 03

DORCHESTER.

Salaries.....	\$2,486 42	\$2,612 54	\$2,800 97	\$2,724 79	\$2,734 63	\$2,862 11	\$2,460 70	\$2,709 70	\$2,862 80	\$2,711 34	\$3,231 89	\$4,822 59
Books.....	\$2,470 47	\$2,531 00	\$2,840 83	\$2,622 80	\$2,344 51	\$2,429 31	\$1,627 12	\$1,932 46	\$1,918 94	\$2,067 41	\$2,211 16	\$2,691 33
Expense.....	552 30	798 21	734 69	673 10	425 95	293 67	386 22	422 04	331 33	464 05	806 03	1,310 70

SOUTH END.

Salaries.....	\$3,678 80	\$3,962 44	\$4,179 48	\$4,100 66	\$3,737 20	\$3,438 21	\$2,571 17	\$3,058 10	\$2,882 77	\$3,019 46	\$3,717 44	\$4,689 60
Books.....	\$2,321 00	\$2,713 22	\$2,526 84	\$2,301 87	\$2,246 81	\$2,186 75	\$1,514 40	\$2,351 43	\$1,869 43	\$2,127 27	\$2,239 76	\$2,344 25
Expense.....	443 15	721 02	451 90	500 22	485 78	321 87	514 80	733 67	538 01	467 74	574 76	1,254 04

JAMAICA PLAIN.

Salaries.....	\$3,456 47	\$4,187 68	\$3,364 71	\$3,702 23	\$3,639 38	\$3,111 08	\$2,969 63	\$3,619 11	\$3,536 32	\$3,279 29	\$3,351 84	\$4,063 50
Books.....	\$1,776 92	\$1,788 36	\$2,028 35	\$1,854 50	\$1,834 65	\$1,675 13	\$1,270 20	\$1,974 97	\$1,677 67	\$1,943 57	\$2,023 52	\$2,069 95
Expense.....	414 52	594 75	542 25	601 69	365 57	374 05	589 54	667 83	263 37	349 96	723 58	1,174 27

NORTH END.

Salaries.....	\$3,026 33	\$3,820 80	\$4,180 57	\$3,344 74	\$3,084 89	\$2,887 35	\$2,633 88	\$3,437 91	\$2,964 79	\$3,132 63	\$3,449 35	\$4,110 48
Books.....	\$1,300 00	\$1,206 66	\$1,426 31	\$1,326 00	\$1,281 00	\$1,416 50	\$1,025 75	\$1,331 50	\$1,389 00	\$1,529 41	(6 mos.) \$658 83	
Expense.....	281 20	86 98	28 80	81 10	77 27	85 03	252 10	128 66	148 24	122 35	11 38	

Salaries.....	380 70	480 73	427 44	957 77	1,154 60	1,025 64	1,290 02	665 59	752 02	618 19	412 59	
Books.....	\$1,961 90	\$1,774 37	\$1,882 55	\$2,364 87	\$2,515 87	\$2,627 17	\$2,567 87	\$2,125 75	\$2,289 26	\$2,269 95	\$1,082 80	

EXPENDITURES FOR BRANCHES AND DELIVERY STATIONS. — *Continued.*

	1885-86.	1886-87.	1887-88.	1888-89.	1889-90.	1890-91.	1891-92, 9 months.	1892-93.	1893-94.	1894-95.	1895-96.	1896-97.
* LOWER MILLS.												
Salaries.....	\$310 00	\$410 00	\$415 11	\$372 00	\$343 00	\$274 00	\$210 00	\$312 00	\$228 00	\$312 00	\$336 00	\$473 67
Books and Periodicals.....	45 20	54 05	64 00	64 85	53 72	52 71	58 57	56 21	71 81	53 65	214 36	75 55
Expense.....	247 38	224 25	329 74	330 17	307 32	305 25	263 20	254 46	572 74	460 25	318 38	395 22
	\$602 58	\$688 30	\$808 85	\$767 02	\$704 04	\$631 96	\$531 77	\$622 67	\$932 55	\$825 90	\$868 74	\$924 44
MATTAPAN.												
Salaries.....	\$125 00	\$125 00	\$139 61	\$130 00	\$120 00	\$25 00	\$305 86	\$424 17
Books and Periodicals.....	264 95
Expense.....	\$145 31	\$189 38	\$160 11	\$180 08	\$170 59	\$276 31	\$226 07	\$341 32	\$364 40	\$359 41	426 64	356 98
	\$270 31	\$314 38	\$299 72	\$310 08	\$290 59	\$301 31	\$226 07	\$341 32	\$364 40	\$359 41	\$732 50	\$1,046 10
NEPONSET.												
Salaries.....	\$125 00	\$125 00	\$139 61	\$130 00	\$120 00	\$100 00	\$87 56	\$120 00	\$97 50
Expense.....	230 20	240 37	206 89	243 47	248 65	234 80	124 45	268 15	184 05	\$353 35	\$320 34	\$390 81
	\$355 20	\$365 37	\$346 50	\$373 47	\$368 65	\$334 80	\$212 01	\$388 15	\$281 55	\$353 35	\$320 34	\$390 81
ROSLINDALE.												
Salaries.....	\$83 28	\$96 19	\$91 00	\$84 00	\$45 46
Expense.....	138 50	154 40	148 45	141 40	288 27	\$267 04	\$339 32	\$371 80	\$459 83	\$438 18	\$604 97
	\$221 78	\$250 59	\$239 45	\$225 40	\$333 73	\$267 04	\$339 32	\$371 80	\$459 83	\$438 18	\$604 97
WEST ROXBURY.												
Salaries.....	\$128 11	\$129 36	\$146 38	\$131 11	\$124 63	\$120 62	\$78 50	\$140 80	\$326 50	\$338 97	\$377 00	\$508 40
Books and Periodicals.....	35 00	17 60	454 20	1,252 19

Expense.....	89 83	86 71	447 95	92 05	89 05	75 60	84 25	206 37	323 02	264 58	359 69	431 56
MOUNT BOWDOIN.												
Salaries.....	\$217 94	\$216 07	\$594 33	\$223 16	\$213 68	\$196 22	\$162 75	\$247 17	\$685 12	\$621 15	\$1,190 89	\$2,282 15
Periodicals.....		\$104 15	\$287 61	\$288 22	\$598 00	\$276 00	\$201 25	\$298 25	\$276 00	\$294 00	\$322 00	\$453 38
Expense.....			43 90	132 31	123 79	108 12	78 07	80 57	87 98	68 20	255 31	87 15
		34 65	136 12	448 14	511 21	480 95	346 70	462 29	479 00	423 79	427 36	514 78
ALLSTON.												
Salaries.....					\$1,233 00	\$865 07	\$626 02	\$841 11	\$842 98	\$785 99	\$1,004 67	\$1,055 31
Expense.....												
ASHMONT.												
Salaries.....					\$235 30	\$48 00						
Expense.....					114 16	286 46	\$276 30	\$280 60	\$395 90	\$381 21	\$403 03	\$466 56
					\$349 46	\$334 46	\$276 30	\$380 60	\$395 90	\$381 21	\$403 03	\$466 56
Expense.....						\$220 44	\$193 47	\$245 71	\$279 16	\$371 48	\$359 00	\$386 88
DORCHESTER STATION.												
Expense.....						\$100 33	\$204 34	\$255 60	\$322 39	\$328 16	\$319 41	\$434 74
BIRD STREET.												
Expense.....								\$290 14	\$317 47	\$329 98	\$319 52	\$368 47
BLUE HILL AVENUE.												
Expense.....								\$202 28	\$361 09	\$332 07	\$336 25	\$320 88
HARVARD STREET.												
Expense.....								\$68 63	\$46 40	\$329 48		
CRESCENT AVENUE.												
Expense.....								\$55 58	\$326 85	\$329 48	\$403 80	\$393 15

Summary.

	1885-86.	1886-87.	1887-88.	1888-89.	1889-90.	1890-91.	1891-92. (9 mos.)	1892-93.	1893-94.	1894-95.	1895-96.	1896-97.
East Boston....	\$3,935 14	\$4,207 89	\$4,255 22	\$3,960 61	\$3,470 39	\$3,809 28	\$2,900 74	\$3,859 33	\$3,582 19	\$3,816 31	\$4,206 27	\$4,521 83
South Boston..	4,741 51	4,893 01	4,798 40	7,639 51	6,447 37	6,525 63	6,117 00	7,227 14	6,897 67	7,185 56	7,772 96	9,122 41
Roxbury	5,054 30	4,754 48	5,627 30	7,129 29	6,228 42	6,332 90	5,419 53	6,466 76	6,476 15	6,283 56	6,820 12	7,458 71
Charlestown....	4,042 22	4,370 81	4,491 23	4,251 68	4,079 05	4,212 16	3,198 28	4,272 87	3,693 25	3,806 57	4,117 06	5,300 39
Brighton	2,486 42	2,612 54	2,800 97	2,724 79	2,734 63	2,862 11	2,460 70	2,709 70	2,862 80	2,711 34	3,231 89	4,322 53
Dorchester.....	3,678 80	3,962 44	4,179 48	4,100 66	3,737 20	3,438 21	2,571 17	3,058 10	2,882 77	3,019 46	3,717 44	4,689 60
South End.....	3,456 47	4,187 68	3,364 71	3,702 23	3,639 38	3,111 08	2,969 63	3,619 11	3,536 32	3,279 29	3,351 84	4,063 50
Jamaica Plain..	3,026 33	3,820 80	4,180 57	3,344 74	3,084 89	2,887 35	2,633 88	3,437 91	2,964 79	3,132 63	3,449 35	4,110 48
North End.....	\$1,961 90	\$1,774 37	\$1,882 55	\$2,334 87	\$2,515 87	\$2,527 17	\$2,567 87	\$2,125 75	\$2,289 26	\$2,269 95	{ 1,082 80 (6 mos.)	
Lower Mills....	602 58	688 30	808 85	767 02	704 04	631 96	531 77	622 67	932 55	825 90	868 74	924 44
Matapan	270 31	314 38	239 72	310 08	290 59	301 31	226 07	341 32	364 40	359 41	732 50	1,046 10
Neponset.....	355 20	365 37	346 50	373 47	368 65	334 80	212 61	388 15	281 55	353 35	320 34	390 81
Roslindale.....		221 78	250 59	239 45	225 40	333 73	267 04	339 32	371 80	459 83	438 18	604 97
West Roxbury..	217 94	216 07	594 33	223 16	213 68	196 22	162 75	347 17	685 12	621 15	1,190 89	2,282 15
Mc. Bowdoin....		138 80	467 63	878 67	1,233 00	865 07	626 02	841 11	842 98	785 99	1,004 67	1,055 31
Allston.....					349 46	324 46	276 30	380 60	335 90	381 21	403 03	466 56
Ashmont.....						220 44	193 47	245 71	379 16	371 48	359 00	386 88
Dorch. Station..						100 33	204 34	255 60	322 39	328 16	319 41	438 71
Bird Street.....								299 14	317 47	329 98	319 52	368 47

EXPENDITURES FOR BRANCHES AND DELIVERY STATIONS.—*Concluded.**Summary.—Concluded.*

	1885-86.	1886-87.	1887-88.	1888-89.	1889-90.	1890-91.	1891-92.	1892-93.	1893-94.	1894-95.	1895-96.	1896-97.
Blue Hill Ave...	\$202 28	\$361 09	\$332 07	\$336 25	\$620 88
Harvard Street,	68 63	46 40	329 48		
Crescent Ave...	53 58	326 85	329 48	463 80	393 15
No. Brighton...	113 51	1,043 35	1,074 95	1,028 91
West End.....	934 62	7,958 68
Upham's Cor...	17 60	{ 4 mos. }	{ 401 06 (9 mos.) }
Broadway Ex...	1,348 36
Warren Street..	379 32
	{ 8 mos. }
Total	\$33,829 12	\$36,528 72	\$38,348 05	\$42,070 23	\$39,322 02	\$39,214 21	\$33,538 57	\$41,179 55	\$40,926 37	\$42,355 51	\$46,605 63	\$63,684 24

LIBRARY TRUST FUNDS.—INVESTED IN CITY OF BOSTON BONDS.

GIVER.	Amount.	When delivered.	No. of Bond.	When due.	Income.	Provisions.
1 Joshua Bates.....	\$50,000 00	March, 1853	8,164	April, 1913	\$2,000	To buy "books of permanent value."
2 Jonathan Phillips.....	20,000 00	April, 1861	352	Jan'y, 1896	1,600	"To the maintenance of a free public library."
3 Abbott Lawrence.....	10,000 00	April, 1853	8,165	April, 1913		"Purchase of books."
4 Charlotte Harris.....	10,000 00	May, 1860	281	July, 1905	600	Books having a permanent value.
5 Henry L. Pierce.....	10,000 00	August, 1877	2,579	Oct., 1897	600	Books for Charlestown branch, published before 1850.
6 Mary P. Townsend.....	5,000 00	December, 1873	7,992	Jan'y, 1924	200	"Books of permanent value for the Bates Hall."
7 George Ticknor.....	4,000 00	April, 1879	2,960	April, 1899	200	Books five years old in some one edition.
8 John P. Bigelow.....	4,000 00	April, 1879	2,068	Oct., 1920	160	Books in Spanish and Portuguese five years old in some one edition.
9 Franklin Club.....	1,000 00	August, 1750	8,166	April, 1913	40	Purchase of books.
10 Samuel A. Green.....	1,000 00	June, 1863	1,234	Jan'y, 1914	40	Books of permanent value, preferably "books on government and political economy."
11 South Boston.....	1,500 00	November, 1878	3,714	Oct., 1900	75	Books relating to American history.
12 Arthur Scholfield.....	500 00	April, 1884	1,243	April, 1914	20	
13 Joseph Scholfield.....	100 00	September, 1879	5,306	July, 1910	4	For benefit of South Boston branch.
14 Thomas B. Harris.....	50,000 00	December, 1883	1,223	Oct., 1913	2,000	To be used for books of permanent value.
	11,800 00	July, 1890	6,300	July, 1920	472	
	1,000 00	April, 1884	1,244	April, 1914	40	For benefit of Charlestown branch.
	2,000 00	October, 1885	1,382	April, 1916		
	1,700 00	November, 1889	1,486	Oct., 1917		
	1,400 00	July, 1892	2,210	Oct., 1921		
	350 00	January, 1896	9,381	Jan'y, 1916		
15 Daniel Treadwell.....	1,000 00	July, 1892	2,210	Oct., 1921		
16 Edward Lawrence.....	500 00	May, 1886	1,383	April, 1916	20	To be expended by the Trustees in such manner as they may deem for the best interest of the Library.
17 J. Ingersoll Bowditch.....	10,000 00	January, 1890	1,816	Jan'y, 1920	350	"To hold and apply the income and so much of the principal as they [the Trustees] may choose to the purchase of special books of reference to be kept and used only at the Charlestown Branch of said Public Library."
18 Charles Greely Loring.....	500 00	January, 1896	9,479	Jan'y, 1916	20	For "the purchase of books of permanent value and authority in mathematics and astronomy," to be added to the Bowditch collection.
19 Charles Mead.....	2,500 00					"For the promotion of the objects of the Public Library in such manner as the government of said library shall deem best, and so far as the government shall deem consistent with the objects of the library, to be used for the benefit of the South Boston Branch Library."
	\$200,350 00				\$8,712	

MEMORANDA.

- (1) Joshua Bates, born near Boston, 1786, died in London, as the head of the house of Baring Brothers & Co., 1864. In addition to this fund, he gave \$20,000 worth of books to the Library.
- (2) The sum of \$10,000 was a gift in Mr. Phillips' lifetime. The other \$20,000 was bequeathed by his will, dated 28th of September, 1849. He died 23th July, 1860, aged 82.
- (3) Mr. Lawrence died in August, 1855, and this sum was a bequest.
- (4) The bequest of Charlotte Harris to the Charlestown branch. With her private library was also given.
- (5) The donation of Mayer Pierce, previous to his retirement from office. The principal or interest may be expended as is deemed best.
- (6) This fund was received from William Minot and William Minot, Jr., executors of Miss Townsend's will, to whom discretionary power in making the gift was given by the will.
- (7) This bequest accompanied the substantial gift of his Spanish and Portuguese library. It required that \$1,000, at least, shall be spent every five years for twenty-five years for the addition of books to said library.
- (8) This fund was a sum intended for a testimonial to Mr. Bigelow on retiring from the mayoralty, and was transferred by him to this purpose.
- (9) Given by the Trustees of the Franklin Club, under the authority given them at the dissolution of that literary association.
- (10) Given by the family of the late Charles Greely Loring as a memorial fund from the income of which books are to be bought for the West End branch.
- (11) Legacy of the late Charles Mead, to constitute the "Charles Mead Public Library Trust Fund."

STOCKS AND CASH OTHER THAN CITY BONDS HELD BY TREADWELL FUND, PUBLIC LIBRARY.

SHARES.	Par value per Share.	Value per Share as received from Trustee.	Total as received from Trustee.	Income.	Remarks.
15 B. & A. R. R. Co.....	\$100 00	\$172 00	\$2,585 00	* \$128 00	
6 B. & Prov. R. R. Co.....	100 00	172 50	1,077 00	60 00	
9 Pittsburg R. R. Co.....	100 00	118 00	1,062 00	\$5,585 00	48 00
1 Vt. & Mass. R. R. Co.....	100 00	133 00	133 00	6 00	April 5, 1887. The certificates of 9 shares of F. R. R. exchanged for a certificate of 12 shares preferred stock in same corporation, par value \$100. Total, \$1,200.
Cash.....		88 00	Less 88 00		Less paid May 10, 1886, to City Collector, per order of Board of Trustees of Public Library.
1 B. & A. R. R. Co.....	100 00			100 00	
Cash in City Treasury.....				\$7 69	



LIBRARY TRUST FUNDS.

BIGELOW FUND. — This is a donation made by the late JOHN P. BIGELOW in August, 1850, when Mayor of the city.

The income from this fund is to be appropriated to the purchase of books for the increase of the library.

Invested in one City of Boston Four per cent. Bond, for . . . \$1,000 00

Payable to the Chairman of the Committee on the Public Library for the time being.

BATES FUND. — This is a donation made by the late JOSHUA BATES, of London, in March, 1853.

Invested in one City of Boston Four per cent. Bond, for . . . \$50,000 00

“The income only of this fund is to be, each and every year, expended in the purchase of such books of permanent value and authority as may be found most needful and most useful.” Payable to the Mayor of the city for the time being.

BOWDITCH FUND. — This is the bequest of J. INGERSOLL BOWDITCH.

Invested in one City of Boston Three and one-half per cent. Bond \$10,000 00

The whole income in each and every year to be expended in the purchase of books of permanent value and authority in mathematics and astronomy.

PHILLIPS FUND. — This is a donation made by the late JONATHAN PHILLIPS, of Boston, April, 1853.

Invested in one City of Boston Four per cent. Bond, for . . . \$10,000 00

The interest on this fund is to be used exclusively for the purchase of books for said library.

Also a bequest by the same gentleman in his will, dated September 20, 1849.

Invested in one City of Boston Six per cent. Bond, for . . . \$20,000 00

The interest on which is to be annually devoted to the maintenance of a Free Public Library.

Both of these items are payable to the Mayor of the city for the time being.

ABBOTT LAWRENCE FUND. — This is the bequest of the late ABBOTT LAWRENCE, of Boston.

Invested in one City of Boston Six per cent. Bond, for . . . \$10,000 00

The interest on this fund is to be exclusively appropriated for the purchase of books for the said library having a permanent value.

EDWARD LAWRENCE FUND. — This is the bequest of the late EDWARD LAWRENCE, of Charlestown. The following clause from his will explains its purpose :

"To hold and apply the income, and so much of the principal as they may choose, to the purchase of special books of reference, to be kept and used only at the Charlestown branch of said Public Library."

Invested in one City of Boston Four per cent. Bond, due April 1, 1916	<u>\$500 00</u>
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PIERCE FUND.—This is a donation made by HENRY L. PIERCE, Mayor of the city, November 29, 1873, and accepted by the City Council, December 27, 1873.

Invested in one City of Boston Four per cent. Bond, for . . .	<u>\$5,000 00</u>
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TOWNSEND FUND.—This is a donation from William Minot and William Minot, Jr., executors of the will of MARY P. TOWNSEND, of Boston, at whose disposal she left a certain portion of her estate in trust, for such charitable and public institutions as they may think meritorious. Said executors accordingly selected the Public Library of the City of Boston as one of such institutions, and attached the following conditions to the legacy: "The income only shall, in each and every year, be expended in the purchase of books for the use of the library; each of which books shall have been published in some one edition at least five years at the time it may be so purchased."

Invested in one City of Boston Five per cent. Bond, for . . .	<u>\$4,000 00</u>
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TICKNOR BEQUEST.—By the will of the late GEORGE TICKNOR, of Boston, he gave to the City of Boston, on the death of his wife, all his books and manuscripts in the Spanish and Portuguese languages, about four thousand volumes, and also the sum of four thousand dollars. After the receipt of said sum, the city is required to spend not less than one thousand dollars in every five years during the twenty-five years next succeeding (*i.e.*, the income of four thousand dollars, at the rate of five per cent. per annum), in the purchase of books in the Spanish and Portuguese languages and literature. At the end of twenty-five years, the income of the said sum is to be expended annually in the purchase of books of permanent value, either in the Spanish or Portuguese language, or in such other languages as may be deemed expedient by those having charge of the Library. These books, bequeathed or purchased, are always to be freely accessible for reference or study, but are not to be loaned for use outside of the library building. If these bequests are not accepted by the city, and the trust and conditions faithfully executed, the books, manuscripts, and money are to be given to the President and Fellows of Harvard College.

In order that the city might receive the immediate benefit of this contribution, Anna Ticknor, widow of the donor, relinquished her right to retain during her life the books and manuscripts, and placed them under the control of the city, the City Council having previously accepted the bequests, in accordance with the terms and conditions of said will, and the Trustees of the Public Library received said bequests on behalf of the city, and made suitable arrangements for the care and custody of the books and manuscripts.

Invested in one City of Boston Four per cent. Bond, for . . .	<u>\$4,000 00</u>
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FRANKLIN CLUB FUND.—This is a donation made in June, 1863, by a literary association of young men in Boston, who at the dissolution of the association authorized its trustees, Thomas Minns, John J. French, and J. Franklin Reed, to dispose of the funds on hand in such a manner as to them should seem judicious. They elected to bestow it on the Public Library, attaching to it the following conditions: "In

Invested in one City of Boston Four per cent. Bond, for	\$1,000 00
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Invested in the City of Boston Four per cent. Bonds, for	\$5,550 00
“ “ “ Three and one-half per cent. Bonds, for	1,400 00
Invested in 16 shares B. & A. R.R. Co. stock, par value \$100 each	1,600 00
Invested in 6 shares B. & P. R.R. Co. stock, par value \$100 each	600 00
Invested in 12 shares Fitchburg R.R. Co. stock, par value \$100 each	1,200 00
Invested in 1 share Vt. & Mass. R.R. Co. stock, par value \$100 each	100 00
	<hr/>
	\$10,450 00

Invested in one City of Boston Six per cent. Bond, for . \$10,000 00

Invested in one City of Boston Four per cent. Bond, for . \$1,000 00

SCHOLFIELD FUND.—Bequest of the late ARTHUR SCHOLFIELD, who died in New York, January 17, 1883. The interest to be paid to certain heirs during their lives, and then to be used for the purchase of books of permanent value. The last heir, Joseph Scholfield, died November 18, 1889, and by his will bequeathed to the City of Boston the sum of \$11,800, which represents the income of said fund, received by him up to the time of his death, to be added to the fund given by his brother.

Invested in one City of Boston Four per cent. Bond, for	\$50,000 00
" " " "	11,800 00
	<hr/>
	\$61,800 00

GREEN FUND.—Donations of Dr. SAMUEL A. GREEN of \$2,000, the income of which is to be expended for the purchase of books relating to American history.

Invested in two City of Boston Five per cent. Bonds, for . . .	\$1,500 00
" one " Four " Bond, for . . .	500 00
	<hr/>
	\$2,000 00

SOUTH BOSTON BRANCH LIBRARY TRUST FUND.—Donation of a citizen of South Boston, the income of which is to be expended for the benefit of the South Boston Branch Library.

Invested in City of Boston Four per cent. Bond, for . . .	<hr/> \$100 00
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CHARLES GREELY LORING MEMORIAL FUND.—This is a donation from the family of Charles Greely Loring, the income of which is to be expended for the purchase of books for the West End Branch.

Invested in one City of Boston Four per cent. Bond, for . . .	<hr/> \$500 00
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CHARLES MEAD PUBLIC LIBRARY TRUST FUND.—Received from Charles Mead, executor of the estate of Charles Mead, the amount of legacy of the late Charles Mead, to constitute the "Charles Mead Public Library Trust Fund," for the promotion of the objects of the Public Library, in such manner as the government of said library shall deem best, and so far as the government shall deem consistent with the objects of the library, to be used for the benefit of the South Boston Branch Library.

Cash in treasury, January 31, 1897	<hr/> \$2,500 00
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FROM MISS VICTORINE THOMAS ARTZ, of Chicago, a fund of ten thousand dollars, "the income of this sum to be employed in the purchase of valuable rare editions of the writings, either in verse or prose, of American and of foreign authors." These books are to be known as the "Longfellow Memorial collection." . . . \$10,000 00

RECAPITULATION OF PUBLIC LIBRARY TRUST FUNDS.

Scholfield bequests	\$61,800 00
Bates donation	50,000 00
Phillips bequest	20,000 00
Bowditch bequest	10,000 00
Phillips donation	10,000 00
Charlotte Harris bequest	10,000 00
Abbott Lawrence bequest	10,000 00
Victorine T. Artz fund	10,000 00
Treadwell bequest	10,487 69
Pierce donation	5,000 00
Townsend bequest	4,000 00
Ticknor bequest	4,000 00
Charles Mead Public Library Trust Fund	2,500 00
Green donations	2,000 00
Bigelow donation	1,000 00
Thomas B. Harris bequest	1,000 00
Franklin Club donation	1,000 00
Edward Lawrence bequest	500 00
Charles Greely Loring Memorial Fund	500 00
South Boston Branch Library Trust Fund	100 00
	<hr/>
	\$213,887 69

APPENDIX II.

EXTENT OF THE LIBRARY BY YEARS.

YEARS.		Total volumes in the Libraries.	YEARS.		Total volumes in the Libraries.	YEARS.		Total volumes in the Libraries.
1	1852-53	9,688	16	1867-68	144,092	31	1882-83	422,116
2	1853-54	16,221	17	1868-69	152,796	32	1883-84	438,594
3	1854-55	22,617	18	1869-70	160,573	33	1884-85	453,947
4	1855-56	28,080	19	1870-71	179,250	34	1885	460,993
5	1856-57	34,896	20	1871-72	192,958	35	1886	479,421
6	1857-58	79,851	21	1872-73	209,456	36	1887	492,956
7	1858-59	78,043	22	1873-74	260,550	37	1888	505,872
8	1859-60	85,031	23	1874-75	276,918	38	1889	520,508
9	1860-61	97,386	24	1875-76	297,873	39	1890	536,027
10	1861-62	105,034	25	1876-77	312,010	40	1891	556,283
11	1862-63	110,563	26	1877-78	345,734	41	1892	576,237
12	1863-64	116,934	27	1878-79	360,963	42	1893	597,152
13	1864-65	123,016	28	1879-80	377,225	43	1894	610,375
14	1865-66	130,678	29	1880-81	390,982	44	1895	628,297
15	1866-67	136,080	30	1881-82	404,221	45	1896-97	663,763

VOLUMES IN LIBRARY AND BRANCHES, JANUARY 31, 1897,
ACCORDING TO LOCATION.

Central Library.....		488,432	Brighton.....	16,800
Duplicate-room.....		4,469	Charlestown.....	29,463
		492,901	Dorchester.....	16,656
			East Boston.....	13,145
			Jamaica Plain.....	13,408
			South Boston.....	14,868
			South End.....	14,284
			West End.....	9,974
			West Roxbury.....	3,968
			Lower Mills (Station A)....	88
			Mattapan (Station D).....	97
			Mt. Bowdoin (Station F)....	1,006
			North Brighton (Station L)...	75
			Broadway Ext. (Station P)....	985
Roxbury branch	Fellowes Athenæum.....	18,123		
	Collection owned by City.	17,922		
	Total, Roxbury branch,	36,045		

APPENDIX III.

NET INCREASE OF THE SEVERAL DEPARTMENTS.

	1887.	1888.	1889.	1890.	1891.	1892.	1893.	1894.	1895.	1896-97.
Bates Hall.....	8,671	9,733	11,857	13,518	15,306	16,499	20,493	32,491	} 11,821	20,273
Lower Hall.....	1,543	874	710	1's 50	1's 23	818	loss 455	746		
Duplicate room	443	1's 52	330	419	2,355	1's 9,143	loss 542	1's 8,056	313	2,890
Brighton branch.....	146	46	130	91	167	98	23	292	107	1,217
Charlestown branch..	443	145	1's 70	233	421	22	339	300	loss 16	loss 112
Dorchester branch...	546	423	309	269	222	209	134	358	loss 73	1,415
East Boston branch..	158	170	63	58	59	5	48	126	112	1,021
Jamaica Plain branch	417	335	294	150	214	112	221	329	273	1,277
*North End branch..	9	8	4	12	224	84	75	63	1's 1,861	
Roxbury branch.....	262	280	199	146	308	loss 352	147	382	48	1,202
Fellowes Athenæum.	358	390	397	361	438	289	318	318	407	348
South Boston branch.	310	284	159	115	200	51	55	401	loss 289	1,509
South End branch...	204	260	248	187	365	loss 67	26	276	138	1,435
West End branch.....								1,897	6,522	1,555
W. Roxbury branch..	25	20	6	10			33	4	626	loss 8
Lower Mills Reading-room									85	3
Mattapan Reading-room									73	24
Mt. Bowdoin Reading-room									74	932
North Brighton Reading-room						8			74	loss 7
Broadway Extension Reading-room.....									261	724
Total	13,535	12,916	14,656	15,519	20,256	8,633	20,915	29,927	18,695	35,698

* Collection transferred to West End branch.

APPENDIX III. — *Continued.*

LOCATED FEBRUARY 1, 1896 — JANUARY 31, 1897.

	Located.	Condemned or missing.	Net gain.
Central Library.....	23,762	3,429	20,273
Duplicate room.....	2,890	2,890
Brighton branch.....	1,274	57	1,217
Charlestown branch.....	1,694	* 1,806	Loss 112
Dorchester branch.....	1,656	241	1,415
East Boston branch.....	1,332	† 311	1,021
Jamaica Plain branch.....	1,401	124	1,277
Roxbury branch, City collection.....	1,770	568	1,202
Fellowes Athenæum.....	433	85	348
South Boston branch.....	2,129	620	1,509
South End branch.....	1,527	92	1,435
West End branch.....	1,629	74	1,555
West Roxbury branch.....	1,419	† 1,427	Loss 8
Lower Mills Reading-room.....	3
Mattapan Reading-room.....	24	24
Mt. Bowdoin Reading-room.....	934	2	932
North Brighton Reading-room.....	7	Loss 7
Broadway Extension Reading-room.....	769	45	724
	44,586	8,888	35,698

* 1,613 transferred to Central Library. † 82 transferred to Central Library.

† 192 transferred to Central Library. Includes the collection of books destroyed by fire some years ago, which appears not to have been included in the annual tables before.

VOLUMES IN THE SPECIAL COLLECTIONS.

	1882.	1887.	1888.	1889.	1890.	1891.	1892.	1893.	1894.	1895.	1896-97.
Patent library.....	3,412	3,796	3,965	4,097	4,218	4,269	4,335	4,551	5,531	5,733	5,971
Bowditch library.....	3,224	4,706	4,435	5,225	5,348	5,569	5,626	5,717	6,063	6,077	6,192
Parker library.....	12,363	14,077	14,104	14,112	14,114	14,116	14,116	14,116	13,819	13,820	13,845
Prince library.....	2,274	2,775	2,824	2,905	2,935	2,953	3,000	3,025	* 2,045	2,045	2,045
Tieknor library.....	5,463	5,790	5,877	5,923	5,966	5,981	6,016	6,096	6,086	6,149	6,165
Barton library.....	13,487	13,841	13,755	13,724	13,735	13,740	13,764	13,775	13,624	13,627	† 13,491
Franklin library.....	240	403	416	427	416	465	482	499	565	578	582
Thayer library.....	893	1,280	1,368	1,427	1,500	1,500	3,984	5,269	5,383	5,384	5,385
John A. Lewis library.....	596	617	621	679	679	679
Gilbert library.....	420	422	422	422
Tosti library (1869, 129 vols.).....	129	129	129
Hunt library (1877, 669 vols.).....	669	669	669
Adams library.....	2,819	2,819	2,819
Allen A. Brown library.....	6,382	6,900	7,671
Chamberlain library.....	150	150	150
Military library.....	308	315	321
U. S. Congressional docs.....	3,629	3,763
Gr. Br. Parl. papers.....	6,476	6,584

* Actual enumeration of original Prince library. Account is now made elsewhere of additions purchased by the city for this collection.

† There has been no loss in the Barton library, but a correction of an error of 138 previously made.

APPENDIX IV.

CENTRAL LIBRARY CLASSIFICATIONS.

(Representing books located only.)

CLASS NO.	CLASSES.	CENTRAL LIBRARY.				SPECIAL LIBRARIES.																Total, including special libraries.	
		Located 1886.	Condemned, lost and rededicated.	Total in Central Library, Jan. 31, 1897.	Bowditch library.	Parker library.	Prince library.	Ticknor library.	Barlow library.	Fiske library.	Franklin library.	Gilbert library.	Parent library.	John A. Lewis library.	Albany library.	Brown library.	Chamberlain library.	Hunt library.	Military library.	Fleet library.	Newspaper room.		Stack 4, "Lower Hall," unclassified.
I.	Cyclopedias, etc.	39	2	1,790	249	322	6		21	15													2,383
II.	Bibliography and literary history	495	14	12,013	35	615	5	278	696	31	10		8										13,685
III.	General history, biography, travel, and geography	447	16	13,224	17	647	43	54	135	424	1		2										14,547
IV.	American history, geography, biography, travel, and polite literature.	4,759	98	61,979	107	1,600	833	362	812	385	463	75	845	679			669	321					68,620
V.	English history, etc.	3,685	51	42,863	77	858	114	21	3,204	2,450	18	270	4,192										54,076
VI.	French history, etc.	1,895	40	23,574	60	520	7	58	2,474	670	8	4	410										26,795
VII.	Italian history, etc.	245	8	10,696	11	326	2	31	337	184			1										11,578
VIII.	German history, etc.	707	41	15,853	9	1,423	8	36	254	191	1	2	379										18,146
IX.	Greek, Latin, and philology	267	14	9,357	9	1,181	197	139	617	23	3	1	1										11,551
X.	Spanish and Portuguese history and literature	89	2	2,840	22	95		4,167	200	64			1	1									7,300
XI.	Oriental history, geography, biography, travel, and literature	656	8	12,860	2	329	1	4	225	61				28									13,519
XII.	Periodicals	704	9	21,672	1,387	732	5	250	471	53			14								4,419		29,063
XIII.	Theology, ecclesiastical history, etc.	733	35	31,755	147	3,518	683	381	245	248	12												36,089
XIV.	Metaphysics and social science	1,069	37	18,551	6	1,360	52	121	139	66	29	2											20,260
XV.	Jurisprudence	186	9	7,684	3	397	14	63	28	2				161		2,819							11,621
XVI.	Political economy	637	13	6,521	65	98		24	17	2													6,727
XVII.	Medical science	644	36	20,093	3	75	23	5	27	5	4												20,235
XVIII.	Natural history and science	583	19	13,740	15	170	1	32	89	31													14,111
XIX.	Mathematics and physical science	701	26	18,639	3,862	136	25	63	48	2	19	1											22,211
XX.	Useful arts	734	60	12,753	9	13		36	16	59	5	1	4										12,806
XXI.	Fine arts	1,083	42	14,417		30	1	14	43	400						7,671				129			22,705
XXII.	Bound volumes of miscellaneous pamphlets		—10	10	13					84	10		56										147
XXIII.	Bound volumes of manuscripts	14		60	6		24	43	93			9				* 150							385
XXIV.	Shakespeare	14		14			1		3,231														3,246
XXV.	Books for the blind			540																			540
XXVI.	Transactions	162	51	6,367	58																		6,965
XXVII.	Stack 4	2,921	2,785																		38,680		38,680
Totals		22,599	3,420	378,797	6,192	13,845	2,045	6,165	13,494	5,385	582	422	5,071	679	2,819	7,671	* 150	669	321	129	4,419	38,680	408,332

EXPLANATION. — Class III. includes general history, etc., when embracing several countries, and collected works of historians.
 Class IV. includes the collected works of American writers, and what of American literature is sometimes termed "polygraphy."
 Classes V., VI., VII., and VIII. have the same scope for the respective countries that Class IV. has for America.
 Class VIII. includes also Belgium, the Netherlands, Switzerland, and the Scandinavian nations.
 Class XIV. includes political science and ethics, education, philology, etc.
 Class XIX. includes mechanics, military and naval aids, agriculture, domestic arts, etc.
 Class XXII. Ten volumes have been taken apart, their pamphlets separately bound, being relocated in their proper classes and added as volumes.

Class XXIV. does not include the Shakespeare collection of the general library.
 Class XXVII. contains the former "Lower Hall" collection, which has a different classification.

* Framed.

NOTE. — The dates given in the special libraries column show the year when they were acquired by the library.

The totals given above are based upon actual count made after the removal in January, 1895.

APPENDIX V.

CLASSIFICATION.

BRANCH LIBRARIES, JANUARY 31, 1897, AS REPORTED BY CUSTODIANS OF BRANCHES.

	Brighton.	Charlestown.	Dorchester.	East Boston.	Jamaica Plain.	ROXBURY.		South Boston.	South End.	West End.	West Roxbury.
						Branch.	Fellows Atheneum.				
Reference-books.....	350	1,663	305	317	259	57	160	395	166	463	81
Genealogy and Heraldry.....	50	300	2	25	5	40	85	5	3	7	
Biography.....	1,025	1,520	1,532	1,063	1,101	1,274	2,371	1,220	1,640	1,161	412
History.....	1,321	3,022	1,217	995	1,174	1,187	2,283	1,149	1,083	805	312
Fine Arts, Archaeology.....	12	301	207	74	271	62	476	140	118	171	213
Geography, Travels....	790	1,282	1,087	646	739	840	2,128	889	1,259	628	254
Language.....	15	293	52	90	95	50	150	65	42	105	
Literature.....	1,950	4,643	1,944	1,863	1,223	1,978	3,820	1,519	1,332	977	391
Medicine, Hygiene....	6	474	120	77	82	77	371	99	138	61	
Natural Science.....	940	3,000	328	93	294	276	510	545	563	422	
Philosophy, Ethics, Education.....	450	500	194	44	132	436	296	133	306	207	
Religion, Theology....	910	1,454	365	331	128	651	1,281	316	298	842	163
Sociology.....	1,200	425	278	155	110	500	661	230	197	202	
Law.....	9	658	24	14	31	40	122	25	43	5	
Useful and Industrial Arts.....	100	200	189	81	181	274	156	353	199	76	
Amusements, Games, Sports.....	50	26	84	61	47	206	66	58	98	59	
Fiction.....	4,384	1,775	5,253	4,432	4,407	4,631	956	4,267	4,199	1,337	937
Books for the young..	1,700	1,000	2,489	2,217	1,797	2,323	25	1,807	2,250	1,972	1,121
Bound periodicals....	12	2,986	986	567	1,332	3,020	2,206	1,653	350	474	72
Unclassified.....	1,526	12
Harris Collection.....	3,941
Total.....	16,800	29,463	16,656	13,145	13,408	17,922	18,123	14,868	14,284	9,974	3,968

APPENDIX VI.

 STATISTICAL REPORT OF THE REGISTRATION DEPARTMENT,
 FEBRUARY 1, 1896—JANUARY 31, 1897.

The first registration, 1854-58, had 17,066 names; the second, 1859-67, had 52,829 names; the third, 1868-April 30, 1886, had 227,581 names; the fourth, May 1, 1886-March 31, 1894, had 124,396 names; the fifth, April 1, 1894-December 31, 1894, had 25,443 names.

Registrations, including old and new names, lost and filled cards replaced, expired cards renewed, during each year, for the five years prior to 1895:

1890	14,175
1891	11,502
1892	11,707
1893	11,029
1894	29,971

Average, 15,677.

CARDS ISSUED, FEBRUARY 1, 1896—JANUARY 31, 1897.

	RE-REGISTRATIONS.				NEW REGISTRATIONS.				RENEWALS.				Total No. of cards.	Expired (issued February 1, 1895—December 31, 1895).	Live cards, January 31, 1897.	Lost cards replaced.		Filled cards replaced.
	Males.		Females.		Males.		Females.		Males.		Females.					Paid for.	After delay.	
	Over 21 years.	Under 21 years.	Over 21 years.	Under 21 years.	Over 21 years.	Under 21 years.	Over 21 years.	Under 21 years.	Over 21 years.	Under 21 years.	Over 21 years.	Under 21 years.				Over 21 years.	Under 21 years.	
Live cards, February 1, 1896.	1,133	163	1,402	129	3,830	1,748	4,079	1,521	2,500	653	2,859	477	37,514	14,458	23,056	346	1,718	7,335
Central.....	29	25	59	21	49	91	80	110	62	69	124	98	1,766	854	912	6	20	248
Brighton	82	22	94	37	155	244	129	227	139	172	246	242	3,957	1,799	2,158	18	100	562
Charlestown	98	32	211	40	100	223	199	184	217	229	459	228	4,138	1,693	2,445	10	173	684
Dorchester	54	30	78	25	78	283	121	231	175	280	252	309	4,107	1,827	2,280	30	204	899
East Boston.....	133	63	322	67	167	306	315	288	162	304	563	318	5,487	2,303	3,184	21	179	550
Jamaica Plain ..	91	68	199	53	85	319	188	436	265	426	594	426	6,455	2,892	3,563	27	275	918
Roxbury	82	28	94	26	195	380	210	343	207	418	370	397	5,438	2,249	3,189	21	473	2,172
South Boston ...	40	14	129	17	101	118	224	191	117	84	321	113	3,566	1,873	1,933	12	115	2,276
South End	84	26	116	26	804	640	573	687	51	42	40	37	3,126	3,126	27	175	549
West End																		
Total	1,826	471	2,704	441	5,564	4,352	6,118	4,218	3,895	2,677	5,828	2,645	75,554	29,948	45,606	518	3,432	16,193

N. B.—The "Central" figures include those of Stations D, E, G, J, K, L, M, N, P, Q, R, and S; the "Dorchester" figures those of Stations A, E, and H; and the "Jamaica Plain" figures those of Stations B and C.

Live cards outstanding January 31, 1897, 45,606; February 1, 1896, 34,842; gain, 10,764 = 30.91 per cent.

CLASSIFICATION OF HOLDERS OF "LIVE CARDS"
JANUARY 31, 1897.

BY SEX AND OCCUPATION.

CLASSES.	Permanent residents.	* Non-residents.	Special cards.
MALES.			
<i>Over 21 years of age.</i>			
Professional classes.....	2,479	36	72
Teachers	253	73	4
Students	760	660	—
Business men.....	5,428	33	8
Unemployed	1,288	107	—
Laborers	534	—	—
<i>Under 21 years of age.</i>			
Clerks	1,106	2	—
Office and errand boys.....	465	—	—
Unemployed.	283	1	—
Pupils of Latin and High schools.....	685	7	—
Pupils of Grammar schools	6,024	—	—
Other students	275	45	—
FEMALES.			
<i>Over 21 years of age.</i>			
Professional classes	117	3	19
Teachers.....	1,136	103	11
Students	352	675	—
Business women.....	2 621	20	—
Married	6,171	12	—
Single, unemployed	5,085	323	—
<i>Under 21 years of age.</i>			
Clerks.....	1,205	1	—
Errand girls.....	146	—	—
Unemployed	789	21	—
Pupils of Latin and High schools.....	882	5	—
Pupils of Grammar schools.....	5,084	—	—
Other students.....	177	20	—
Totals.	43,345	2,147	114

* Including persons temporarily sojourning in Boston.

N.B.—Of the 1,213 teachers' cards issued prior to February 1, 1897, 795 are live cards; of these, 629 are held by permanent residents, in addition to their ordinary cards (not included in permanent residents' column above), and 166 are held by non-residents (which are included in non-residents' column above).

BY WARDS.

Ward No.	No. of card holders	Population census of '95.	Percentage of card holders.	Ward No.	No. of card holders	Population census of '95.	Percentage of card holders.
1...	1,145	21,007	.0545	14..	1,471	19,186	.0766
2...	726	21,588	.0336	15..	978	18,623	.0525
3...	928	13,943	.0665	16..	1,108	16,320	.0678
4...	562	13,375	.0420	17..	1,030	21,114	.0487
5...	819	12,986	.0630	18..	1,181	21,679	.0544
6...	630	27,860	.0226	19..	1,374	22,372	.0614
7...	1,260	16,973	.0742	20..	2,906	21,528	.1349
8...	3,469	23,130	.1499	21..	3,122	19,274	.1349
9...	1,891	23,174	.0816	22..	1,854	22,289	.0831
10...	5,272	22,554	.2337	23..	1,831	18,283	.1000
11...	3,218	19,930	.1614	24..	2,387	18,240	.1308
12...	3,412	21,591	.1580	25..	1,925	15,001	.1283
13...	1,107	24,900	.0444				
				Total	45,606	496,920	.0917

PUBLIC SCHOOLS, TEACHERS, AND PUPILS.

JANUARY 31, 1897.

GENERAL SCHOOLS.	Number of schools.	NUMBER OF REGULAR TEACHERS.			Number of pupils at date.
		Men.	Women.	Total.	
Normal.....	1	2	9	11	261
Latin and High.....	11	74	78	152	4,574
Grammar.....	56	117	650	767	35,886
Primary.....	525	525	525	27,827
Klndergartens	61	119	119	3,401
Totals.....	654	193	1,351	1,574	71,949

SPECIAL SCHOOLS.	Number of schools.	NUMBER OF REGULAR TEACHERS.			Average number of pupils.
		Men.	Women.	Total.	
Horace Mann.....	1	13	108
Spectacle Island.....	1	1	25
Evening High:	1
Central.....	27	2,059
Charlestown	7	215
East Boston.....	7	175
Evening Elementary.....	12	151	3,308
Evening Drawing.....	5	27	637
Totals	20	233	6,527
Special teachers (not included above),	21	75	96

APPENDIX VII.

CIRCULATION.

HOME USE ONLY.

	CENTRAL LIBRARY.		BRANCHES.	
	1895.	1896-97.	1895.	1896-97.
From Central	251,561	285,560		
Through Branches & Delivery Stations:				
Brighton	129	285	*23,637	*27,047
Charlestown.....	509	688	59,930	53,555
Dorchester	601	690	*56,097	*50,098
East Boston	844	864	66,386	63,443
Jamaica Plain.....	1,257	1,573	*49,704	*48,415
North End (3 mos.)....	337			
Roxbury	710	533	94,073	*82,732
South Boston.....	430	852	97,104	77,999
South End.....	1,209	1,359	89,219	83,767
West End		885		81,428
West Roxbury	1,021	1,187	{ 9,982 1,690 from J. P.	{ 16,658 629 from J. P.
Station A.....	942	1,678	3,716 from Dor.	2,752 from Dor'ter.
B	1,583	2,584	4,826 from J. P.	{ 9,730 from deposit. 3,235 from J. P.
D.....	4,013	4,617		
E.....	66	775	4,382 from Dor.	3,280 from Dor'ter.
F.....	2,449	2,438		5,439
G.....	1,398	1,491	752 from Bri.	{ 6,961 from deposit. 261 from Brig'n.
H.....	1,919	2,607	1,734 from Dor.	{ 2,649 from deposit. 1,726 from Dor'ter.
J.....	2,522	1,547		7,759 from deposit.
K.....	1,411	2,516		
L.....	351	1,696		2,492 " "
M.....	1,398	1,428		3,218 " "
N.....	2,784	3,228	4,109 from deposit.	10,603 " "
P.....	50	1,111	486	12,541 " "
Q.....		2,738		9,287 " "
R.....		1,308		{ 976 from Rox'y. 9,850 from deposit.
S.....		6		235 " "
Hancock School.....		10		
Total	279,494	326,254	567,827	678,765
Central Library.....		1895. 279,494	1896. 326,254	Gain, 1896. 46,760
Branches.....		567,827	678,765	110,938
Total		847,321	1,005,019	157,698 = 18%

* See also number sent to Delivery Stations from this branch.

APPENDIX VIII.

TRUSTEES FOR FORTY-FIVE YEARS.

The Hon. Edward Everett was President of the Board from 1852 to 1864; the late George Ticknor in 1865; William W. Greenough, Esq., from 1866 to April, 1888; from May 7, 1888, to May 12, 1888, Prof. Henry W. Haynes; Samuel A. B. Abbott, Esq., May 12, 1888, to April 30, 1895; Hon. F. O. Prince since October 8, 1895.

The Board for 1852 was a preliminary organization; that for 1853 made what is called the first annual report. At first it consisted of one alderman and one common councilman and five citizens at large till 1867, when a revised ordinance made it to consist of one alderman, two common councilmen and six citizens at large, two of whom retired, unless reëlected, each year, while the members from the City Council were elected yearly. In 1878 the organization of the Board was changed to include one alderman, one councilman and five citizens at large, as before 1867; and in 1885, by the provisions of the amended city charter, the representation of the city government upon the Board, by an alderman and a councilman, was abolished, leaving the Board as at present, consisting of five citizens at large.

Citizens at large in SMALL CAPITALS.

ABBOTT, SAMUEL A. B., 1879-95.
 Allen, James B., 1852-53.
 APPLETON, THOMAS G., 1852-57.
 Barnes, Joseph H., 1871-72.
 BENTON, JOSIAH H., JR., 1894-96.
 BIGELOW, JOHN P., 1852-68.
 BOWDITCH, HENRY I., 1865-68.
 BOWDITCH, HENRY P., 1894-96.
 Bradley, John T., 1869-70.
 Bradt, Herman D., 1872-73.
 Braman, Jarvis D., 1868-69.
 BRAMAN, JARVIS D., 1869-72.
 Brown, J. Coffin Jones, 1861-62.
 Burditt, Charles A., 1873-76.
 Carpenter, George O., 1870-71.
 CARR, SAMUEL, 1895-96.
 CHASE, GEORGE B., 1876-85.
 Clark, John M., 1855-56.
 Clark, John T., 1873-78.
 CLARKE, JAMES FREEMAN, 1878-88.
 Clapp, William W., Jr., 1864-66.
 Coe, Henry F., 1878.
 Crane, Samuel D., 1860-61.
 CURTIS, DANIEL S., 1873-75.

DE NORMANDIE, JAMES, 1895-96.
 Dennie, George, 1858-60.
 Dickinson, M. F., Jr., 1871-72.
 Drake, Henry A., 1863-64.
 Erving, Edward S., 1852.
 EVERETT, EDWARD, 1852-64.
 Flynn, James J., 1883.
 Frost, Oliver, 1854-55; 1856-58.
 FROTHINGHAM, RICHARD, 1875-79.
 Gaffield, Thomas, 1867-68.
 GREEN, SAMUEL A., 1868-78.
 GREENOUGH, WILLIAM W., 1856-88.
 Guild, Curtis, 1876-77; 1878-79.
 Harris, William G., 1869-70.
 Haynes, Henry W., 1858-59.
 HAYNES, HENRY W., 1880-95.
 HILLARD, GEORGE S., 1872-75; 1876-77.
 Howes, Osborne, Jr., 1877-78.
 Ingalls, Melville E., 1870-71.
 Jackson, Patrick T., 1864-65.
 Jenkins, Edward J., 1885.
 Keith, James M., 1868-70.
 Kimball, David P., 1874-75.
 Lawrence, James, 1852.

- Lee, John H., 1884-85.
Lewis, Weston. 1867-68.
LEWIS, WESTON, 1868-79.
LEWIS, WINSLOW, 1867.
Little, Samuel, 1871-73.
Messinger, George W., 1855.
Morse, Godfrey, 1883-84.
MORTON, ELLIS W., 1870-73.
Munroe, Abel B., 1854.
Newton, Jeremiah L., 1867-68.
Niles, Stephen R., 1870-71.
O'Brien, Hugh, 1879-82.
Pease, Frederick, 1872-73.
Perkins, William E., 1873-74.
Perry, Lyman, 1852.
PIERCE, PHINEAS, 1888-94.
Plummer, Farnham, 1856-57.
Pope, Benjamin, 1876-77.
Pope, Richard, 1877-78.
Pratt, Charles E., 1880-82.
PRINCE, FREDERICK O., 1888-96.
PUTNAM, GEORGE, 1868-77.
Reed, Samson, 1852-53.
RICHARDS, WILLIAM R., 1889-95.
Sanger, George P., 1860-61.
Sears, Phillip H., 1859-60.
Seaver, Benjamin, 1852.
Shepard, Harvey N., 1878-79.
SHURTLEFF, NATHANIEL B.,
1852-68.
Stebbins, Solomon B., 1882-83.
Story, Joseph, 1855-56; 1865-67.
THOMAS, BENJAMIN F., 1877-78.
TICKNOR, GEORGE, 1852-66.
Tyler, John S., 1863-64; 1866-67.
WALKER, FRANCIS A., 1896.
Warren, George W., 1852-54.
Washburn, Frederick L., 1857-58.
WHIPPLE, EDWIN P., 1868-70.
Whitmore William H., 1882-83.
WHITMORE, WILLIAM H., 1885-88.
Whitney, Daniel H., 1862-63.
Whitten, Charles V., 1883-85.
Wilson, Elisha T., 1861-63.
Wilson, George, 1852.
WINSOR, JUSTIN, 1867.
Wolcott, Roger, 1879.
Wright, Albert J., 1868-69.

APPENDIX IX.

EXAMINING COMMITTEES FOR FORTY-FIVE YEARS.

The following have served on the Examining Committees for the years given. The names in *italics* are those of Trustees who have acted as chairmen of the various committees. The thirty-fourth year was from May 1 to December 31, 1885, a period of eight months, for which no Examining Committee was appointed.

- | | |
|---|--|
| Abbott, <i>Hon. J. G.</i> , 1870. | Browne, Alex. Porter, 1891. |
| Abbott, <i>S. A. B.</i> , 1880, 1894. | Browne, Causten, 1876. |
| Adams, Brooks, 1894. | Buckingham, <i>C. E.</i> , <i>M.D.</i> , 1872. |
| Adams, Nehemiah, <i>D.D.</i> , 1860. | Burdett, Everett W., 1896. |
| Adams, Wm. T., 1875. | Burroughs, <i>Rev. Henry, Jr.</i> , 1869. |
| Alger, <i>Rev. Wm. R.</i> , 1870. | Carr, Samuel, 1894. |
| Amory, <i>Miss Anna S.</i> , 1890, 1891. | Carruth, Herbert S., 1892. |
| Andrew, <i>Hon. John F.</i> , 1888. | Chadwick, James R., <i>M.D.</i> , 1877. |
| Andrews, Augustus, 1892, 1893. | Chamberlain, <i>Hon. Mellen</i> , 1894. |
| Appleton, <i>Hon. Nathan</i> , 1854. | Chaney, <i>Rev. George L.</i> , 1868. |
| Apthorp, Wm. F., 1883. | Chase, George B., 1876. |
| Arnold, Howard P., 1881. | Chase, <i>George B.</i> , 1877, 1885. |
| Aspinwall, <i>Col. Thomas</i> , 1860. | Cheever, David W., <i>M.D.</i> , 1894. |
| Attwood, G., 1877. | Cheever, <i>Miss Helen</i> , 1896. |
| Bailey, Edwin C., 1861. | Cheney, <i>Mrs. Ednah D.</i> , 1881. |
| Ball, Joshua D., 1861. | Clapp, <i>William W., Jr.</i> , 1864. |
| Bancroft, Robert H., 1894. | Clarke, James Freeman, <i>D.D.</i> , 1877. |
| Bangs, Edward, 1837. | Clarke, <i>James Freeman, D.D.</i> , 1882. |
| Barnard, James M., 1866. | Clement, Edward H., 1894, 1895. |
| Barry, <i>Rev. Richard J.</i> , 1895. | Coale, George, O. G., 1892, 1893. |
| Bartlett, Sidney, 1869. | Collar, William C., 1874. |
| Bates, <i>Hon. John L.</i> , 1896. | Corbett, <i>Hon. Joseph J.</i> , 1896. |
| Beebe, James M., 1858. | Cudworth, Warren H., <i>D.D.</i> , 1878. |
| Beecher, <i>Rev. Edward</i> , 1854. | Curtis, Charles P., 1862. |
| Bent, Samuel Arthur, 1890, 1891. | Curtis, Daniel S., 1872. |
| Bigelow, Jacob, <i>M.D.</i> , 1857. | Curtis, Thomas B., <i>M.D.</i> , 1874. |
| Bigelow, <i>Hon. John P.</i> , 1856. | Cushing, Thomas, 1885. |
| Blagden, George W., <i>D.D.</i> , 1856. | Dalton, Charles H., 1884. |
| Blake, John G., <i>M.D.</i> , 1883, 1891. | Dana, Samuel T., 1857. |
| Blake, <i>Mrs. Mary E.</i> , 1894. | Dean, Benjamin, 1873. |
| Bodfish, <i>Rev. Joshua P.</i> , 1879, 1891. | Denny, Henry G., 1876. |
| Bowditch, Henry I., <i>M.D.</i> , 1855. | Derby, Hasket, <i>M.D.</i> , 1895, 1896. |
| Bowditch, <i>Henry I.</i> , <i>M.D.</i> , 1865. | Dexter, <i>Rev. Henry M.</i> , 1866. |
| Bowditch, Henry P., <i>M.D.</i> , 1881. | Dillingham, <i>Rev. Pitt</i> , 1886. |
| Bowditch, J. Ingersoll, 1855. | Dix, James A., 1860. |
| Bowman, Alfonso, 1867. | Doherty, Philip J., 1888. |
| Bowne, <i>Prof. Borden P.</i> , 1896. | Donahoe, Patrick, 1869. |
| Bradford, Charles F., 1868. | Durant, Henry F., 1863. |
| Brewer, Thomas M., 1865. | Duryea, Joseph T., <i>D.D.</i> , 1880. |
| Brimmer, <i>Hon. Martin</i> , 1890, 1891. | Dwight, John S., 1868. |
| Brooks, <i>Rev. Phillips</i> , 1871. | Dwight, Thomas, <i>M.D.</i> , 1880. |
| Brown, Allen A., 1894. | Eastburn, Manton, <i>D.D.</i> , 1863. |

- Eaton, William S., 1887.
 Edes, Henry H., 1886.
 Eliot, Samuel, *L.L.D.*, 1868.
 Ellis, Arthur B., 1888, 1889.
 Ellis, Calvin, *M.D.*, 1871.
 Ellis, George E., *D.D.*, 1881.
 Endicott, William, Jr., 1878.
 Evans, George W., 1887, 1888, 1889.
 Everett, Sidney, 1895.
 Farlow, John W., *M.D.*, 1892, 1893.
 Field, Walbridge A., 1866.
 Fields, James T., 1872.
 Fitz, Reginald H., 1879.
 Fitz, Walter Scott, 1894.
 Foote, *Rev.*, Henry W., 1864.
 Fowle, William F., 1864.
 Freeland, Charles W., 1867.
 Frost, Oliver, 1854.
 Frothingham, Richard, 1876.
 Furness, Horace Howard, *L.L.D.*, 1882.
 Gannett, Ezra S., *D.D.*, 1855.
 Garland, George M., *M.D.*, 1895, 1896.
 Gay, George H., 1876.
 Gilchrist, Daniel S., 1872.
 Gordon, George A., *D.D.*, 1885.
 Gould, A. A., *M.D.*, 1864.
 Grant, Robert, 1884.
 Gray, John C., Jr., 1877.
 Green, Samuel A., *M.D.*, 1868.
 Green, Samuel S., 1895.
 Greenough, William W., 1858, 1874, 1883, 1886.
 Grinnell, *Rev.* C. E., 1874.
 Hale, *Rev.* Edward E., 1858.
 Hale, Mrs. George S., 1887, 1888.
 Hale, Moses L., 1862.
 Hale, Philip, 1893.
 Haskins, *Rev.* George F., 1865.
 Hassam, John T., 1885.
 Hayes, *Hon.* F. B., 1874.
 Haynes, Henry W., 1879.
 Haynes, Henry W., 1881, 1884.
 Hayward, George, *M.D.*, 1863.
 Heard, John, Jr., 1888, 1889, 1891.
 Heard, John T., 1853.
 Hellier, Charles E., 1895.
 Herford, Brooke, *D.D.*, 1884.
 Herrick, Samuel E., *D.D.*, 1888, 1889.
 Hersey, Miss Heloise E., 1895, 1896.
 Higginson, Thomas W., 1883.
 Hill, Clement Hugh, 1880.
 Hillard, *Hon.* George S., 1853.
 Hillard, *Hon.* George S., 1873.
 Hodges, Richard M., *M.D.*, 1870.
 Holmes, Edward J., 1881, 1884.
 Holmes, Oliver W., *M.D.*, 1858.
 Holmes, Oliver W., Jr., 1882.
 Homans, Charles D., *M.D.*, 1867.
 Homans, Mrs. Charles D., 1885, 1886, 1887.
 Homer, George, 1870.
 Homer, Peter T., 1857.
 Hubbard, James M., 1891.
 Hubbard, William J., 1858.
 Hudson, John E., 1895, 1896.
 Hunnewell, James F., 1880, 1893, 1894.
 Hutchins, Miss Emma, 1895, 1896.
 Hyde, George B., 1879.
 Irwin, Miss Agnes, 1894.
 Jeffries, B. Joy, *M.D.*, 1869.
 Jeffries, William A., 1893.
 Jenkins, Charles E., 1879.
 Jewell, *Hon.* Harvey, 1863.
 Jordan, Eben D., 1873.
 Kidder, Henry P., 1870.
 Kimball, David P., 1874.
 Kimball, Henry H., 1865.
 Kirk, Edward N., *D.D.*, 1859.
 Lawrence, *Hon.* Abbott, 1853.
 Lawrence, Abbott, 1859.
 Lawrence, Miss Harriette S., 1890.
 Lawrence, James, 1855.
 Lee, Miss Alice, 1889, 1890, 1891.
 Lewis, Weston, 1872, 1878.
 Lincoln, *Hon.* F. W., 1856.
 Lincoln, Solomon, 1886.
 Little, James L., 1864.
 Lombard, *Prof.* Josiah L., 1868.
 Loring, *Hon.* Charles G., 1853.
 Lothrop, Loring, 1866.
 Lowell, Augustus, 1883.
 Lowell, Edward J., 1885.
 Lunt, *Hon.* George, 1874.
 Lyman, George H., *M.D.*, 1885.
 McCleary, Samuel F., 1890.
 McNulty, *Rev.* John J., 1896.
 Manning, *Rev.* Jacob M., 1861.
 Mason, *Rev.* Charles, 1857.
 Mason, Robert M., 1869.
 Maxwell, J. Audley, 1883.
 Metcalf, *Rev.* Theodore A., 1888, 1889.
 Minns, Thomas, 1864.
 Minot, Francis, 1866.
 Morison, Miss Mary, 1892, 1893, 1895.
 Morrill, Charles J., 1885.
 Morse, John T., Jr., 1879.
 Morse, Robert M., Jr., 1878.
 Morton, *Hon.* Ellis W., 1871.
 Mudge, *Hon.* E. R., 1871.
 Neale, Rollin H., *D.D.*, 1853.
 Noble, John, 1882.
 Norcross, Otis, 1880.
 O'Brien, *Hon.* Hugh, 1879.
 O'Callaghan, John J., 1895.
 O'Reilly, John Boyle, 1878.
 Otis, G. A., 1860.
 Paddock, *Rt. Rev.* Benj. H., 1876.
 Parker, Charles Henry, 1888, 1889.
 Parkman, Henry, 1885.
 Parks, *Rev.* Leighton, 1882, 1896.
 Perkins, Charles C., 1871.

- Perry, Thomas S., 1879, 1882, 1883,
 1884, 1885, 1890, 1891.
 Phillips, John C., 1882.
 Phillips, Jonathan, 1854.
 Pierce, *Hon.* Henry L., 1891.
 Pingree, *Miss* Lalia B., 1894.
 Prescott, William H., *LL. D.*, 1853.
Prince, Hon. F. O., 1888, 1889, 1890,
 1891, 1892, 1893, 1895, 1896.
Putnam, George, D. D., 1870.
Putnam, Hon. John P., 1865.
 Randall, Charles M., *M. D.*, 1884.
 Rice, *Hon.* Alexander H., 1860.
 Robbins, Elliott, *M. D.*, 1893.
 Rogers, *Prof.*, William B., 1861.
 Rollins, J. Wingate, 1888, 1889.
 Ropes, John C., 1872.
 Rotch, Benjamin S., 1863.
 Runkle, *Prof. J. D.*, 1882.
 Russell, Samuel H., 1880.
 Sampson, O. H., 1892, 1893.
Sanger, Hon. George P., 1860.
 Seaver, Edwin P., 1881.
 Shepard, *Hon.* Harvey N., 1888,
 1889.
 Sherwin, *Mrs.* Thomas, 1893, 1894.
Shurtleff, Hon. Nathaniel B., 1857.
 Smith, Azariah, 1895, 1896.
 Smith, Charles C., 1873.
 Smith, *Mrs.* Charles C., 1881, 1886.
 Smith, *Miss* Minna, 1892.
 Sowdon, A. J. C., 1892, 1893.
 Sprague, Charles J., 1859.
 Sprague, Homer B., 1882.
 Stedman, C. Ellery, *M. D.*, 1888.
 Stevens, Oliver, 1858.
 Stevenson, *Hon. J. Thomas*, 1856.
 Stockwell, S. N., 1861.
 Stone, *Col.* Henry, 1885, 1886, 1887.
 Story, Joseph, 1856.
 Sullivan, Richard, 1883, 1884.
 Teele, John O., 1886.
 Thaxter, Adam W., 1855.
 Thayer, George A., 1875.
 Thayer, *Rev.* Thomas B., 1862.
 Thomas, B. F., 1875.
 Thomas, Seth J., 1856.
 Ticknor, *Miss* Anna E., 1891.
Ticknor, George, 1853, 1854, 1855,
 1859, 1863, 1866.
 Tillinghast, Caleb B., 1895, 1896.
 Tobey, *Hon.* Edward S., 1862.
 Todd, William C., 1894.
 Twombly, *Rev.* A. S., 1883, 1884.
 Upham, J. B., *M. D.*, 1865.
 Vibbert, *Rev.* Geo. H., 1873.
 Wales, George W., 1875.
 Walley, *Hon.* Samuel H., 1862.
 Ward, *Rev.* Julius H., 1882.
 Ware, Charles E., *M. D.*, 1875.
 Ware, Darwin E., 1881.
 Warner, Hermann J., 1867.
 Warren, *Hon.* Charles H., 1859.
 Warren, J. Collins, *M. D.*, 1878.
 Waterston, *Rev.* Robert C., 1867.
 Weissbein, Louis, 1893.
 Wells, *Mrs.* Kate G., 1877.
 Wendell, *Prof.* Barrett, 1895, 1896.
 Wharton, William F., 1886.
Whipple, Edwin P., 1869.
Whitmore, William H., 1887.
Whitney, Daniel H., 1862.
 Whitney, Henry A., 1873.
 Wightman, *Hon.* Joseph M., 1859.
 Williams, Harold, *M. D.*, 1888, 1889,
 1890.
 Williamson, William C., 1881.
Wilson, Elisha T., *M. D.*, 1861.
Winsor, Justin, 1867.
 Winthrop, *Hon.* Robert C., 1854.
 Winthrop, Robert C., Jr., 1887.
 Woodbury, Charles Levi, 1871.
 Woolson, *Mrs.* Abba Gould, 1888,
 1889.
 Wright, *Hon.* Carroll D., 1884.

APPENDIX X.

SCHEDULE OF LIBRARY SERVICE.

Note.—This has been brought down to April 1, 1897. The order followed is (1) by rank in grades, and (2) alphabetically within each grade.

SUMMARY.

Central Library	150	Males	81	Females	69
Branches and Reading-Rooms	59	"	14	"	45
	209		95		114
Evening and Sunday Service .	*51		51		

Extra assistance is employed at the branches.

EXECUTIVE DEPARTMENT.

Name.	Entered.	Grade.
Putnam, Herbert	1895	Librarian.
Savage, Philip H.	1896	Libr'n's Sec'y.
†Mooney, George V.	1889	B. Special.
**Bicknell Margaret M.	1896	C. "
Deery, D. Jean	1891	C. "
Learned, Lucie A.	1891	C. "
Cellarius, Theodore W.	1892	D.
Nichols, Adelaide A.	1868	Auditor.
McFarland, Peter V.	1896	D. Runner.

UNASSIGNED.

Name.	Entered.	Grade.
Carret, José F.	1875	
Tenney, Mary A.	1897	B. Special.

CATALOGUE DEPARTMENT.

Whitney, James L.	1869	Chief.
†Swift, Lindsay	1878	A. Special.
Hunt, Edward B.	1883	A. "
Burnell, Carrie.	1881	A.
Butler, Edward K., Jr.	1896	A.
Chevalier, Samuel A.	1894	A.
Rollins, Mary H.	1886	A.
Seaver, Mrs. Lillian F.	1888	A.
Rice, Edwin F.	1885	B. Special.

*Serving from three to seven evenings a week each. The total number of positions is 33 evenings; 36 Sundays.

** Auditor's Assistant,
Publications.

† Custodian of Stock Room.

‡ Editor Library

	Entered.	Grade.
Cutler, Dora L. . . .	1887	B.
Gould, Ida W. . . .	1884	B.
Leavitt, Luella K. . . .	1895	B.
Brennan, T. Frank . . .	1890	D. Special.
Dolan, Charles T. . . .	1894	D.
*Murdoch, John	1896	A. Special.

ORDERING DEPARTMENT.

Macurdy, Theodosia E. . . .	1889	Chief.
Browne, Alice	1883	B. Special.
Coolidge, Marie	1893	B.
Frinsdorff, Emily O. . . .	1894	B.
Goddard, Mrs. Frances H. . .	1892	B.
McGrath, Mary A. . . .	1868	B.
Keleher, Alice A. . . .	1891	D. Special.
McFarland, Thomas A. . . .	1891	D. “
St. Louis, Robert E. . . .	1897	E.

SHELF DEPARTMENT.

Roffe, William G. T. . . .	1881	B. Special.
†Locke, John F. . . .	1894	B.
Richmond, Bertha P. . . .	1895	B.
Connor, George H. . . .	1891	C. Special.
Reardon, John H. . . .	1897	C. “
Eberhart, John	1894	D. “
Lucid, John F. . . .	1893	D. Runner.

BATES HALL.

Knapp, Arthur M. . . .	1875	Custodian.
‡Blaisdell, Frank C. . . .	1876	A. Special.
Doyle, Agnes C. . . .	1885	B.
Buckley, Pierce E. . . .	1891	C.
Plunkett, Albert J. . . .	1895	D.
Hardy, Charles A. . . .	1896	D. Runner.

SPECIAL LIBRARIES.

Fleischner, Otto	1891	Custodian.
Hall, Belle S. . . .	1895	B.
Hitchcock, Grace A. . . .	1895	B.
Lewis, Marian L. . . .	1897	B.
Ward, Joseph W. . . .	1891	D. Special.
Cassidy, Margaret L. . . .	1895	D.
Kelly, Charlotte H. . . .	1895	D.
Leonard, Michael F. . . .	1895	D.
§Roett, Harry W. . . .	1895	D.
Smith, Arthur E. T. . . .	1897	E.

* Temporary assignment.

† Engaged for temporary service.

‡ Supervisor of Patent and Newspaper Departments.

§ Qualified for D. Special.

PERIODICAL ROOM.

	Entered.	Grade.
Peirce, Florence E. . . .	1896	B. Special.
Ford, Mary E. A. . . .	1895	D.
Maguinness, James . . .	1897	E.

NEWSPAPER ROOM.

Serex, Frederic	1895	B.
Keenan, Matthew T. . . .	1896	D. Special.

ISSUE DEPARTMENT.

McGuffey, Margaret D. . . .	1895	Chief.
*Sheffield, Mrs. Gertrude P. . . .	1896	B. Special.
Forrest, Gertrude E. . . .	1895	B. "
Barry, Edward F. . . .	1890	C. "
McCarthy, Michael, Jr. . . .	1892	C. "
Sheridan, Mary C. . . .	1881	C. "
Desmond, Louise L. . . .	1895	C.
Richards, Florence F. . . .	1875	C.
Shumway, Marion H. . . .	1895	C.
Wendté, Frederika	1895	C.
Cufflin, M. Florence	1892	D. Special.
Cunniff, Nellie L. . . .	1895	D. "
Dowling, S. Jennie	1895	D. "
McCausland, Bradley A. . . .	1895	D. "
Murphy, Annie G. . . .	1888	D. "
Reynolds, Mary A. . . .	1894	D. "
Roett, Louis W. . . .	1895	D. "
Shipman, Paul C. . . .	1895	D. "
Bertram, Lucy I. . . .	1895	D.
Daly, Margaret C. . . .	1895	D.
Fillebrown, Emily F. . . .	1895	D.
Glover, John H. . . .	1895	D.
Gorman, John E. . . .	1895	D.
McCarthy, Marion A. . . .	1895	D.
Wiechmann, Catherine A. . . .	1895	D.
Alley, Gertrude E. . . .	1895	D. Runner.
Caiger, Eliza F. A. . . .	1895	D. "
Connolly, Nelly L. . . .	1895	D. "
Ethier, Lillian E. . . .	1895	D. "
Hutchins, Fernald	1896	D. "
Kiernan, Letitia M. . . .	1895	D. "
Lucid, Joseph A. . . .	1895	D. "
Olson, Alphild	1895	D. "
Olson, Bertha A. . . .	1895	D. "
Williams, Grace	1895	D. "
Zaugg, Joanna	1895	D. "
Zaugg, Otto E. . . .	1895	D. "

	Entered.	Grade.
McKiernan, John L. . . .	1896	E.
Shaughnessy, Mary A. . . .	1897	E.
Stetson, Nina M. . . .	1896	E.

ISSUE DEPARTMENT, BRANCH DIVISION.

Wellman, Hiller C. . . .	1896	Supervisor of Branches and Delivery Stations.
Hobart, Martha N. . . .	1896	B.
Heimann, Otto A. . . .	1890	C. Special.
Morse, Maud M. . . .	1877	C. " .
Maier, Joseph A. . . .	1892	D.
Conroy, Michael J. . . .	1897	E.

REGISTRATION DEPARTMENT.

Keenan, John J. . . .	1885	B. Special.
Murray, Ella K. . . .	1886	C.
Shelton, Richard B. . . .	1895	D. Special.
Horrigan, M. Ellen . . .	1895	D.

PRINTING DEPARTMENT.

	Entered.	Position.
Lee, Francis W. . . .	1894	Chief.
Geyer, Willfried H. . . .	1896	Pressman.
Greeley, Carrie P. . . .	1896	Compositor.
Land, Annie F. . . .	1896	"
Ives, Birdsey F. . . .	1896	Feeder.

BINDERY.

Ryder, Frank	1883	Foreman.
Collins, Dennis J. . . .	1887	Finisher.
Fuerst, Alexander	1896	Forwarder.
Heyer, William H. . . .	1891	"
Hoeffner, George. . . .	1891	"
Ivory, John W. . . .	1893	"
Löfström, Konrad A. . . .	1892	"
Murphy, John F. . . .	1883	"
Hemstedt, William P. . . .	1883	Pressman.
Bowen, Mrs. Sarah E. . . .	1876	Sewer.
Doiron, Joanna	1896	"
Kiley, Margaret J. . . .	1889	"
Moriarty, Mary G. . . .	1875	"
Nolen, Sarah	1891	"
Potts, Ellen F. . . .	1892	"
Soule, Ellen E. . . .	1891	"

ENGINEER AND JANITOR DEPARTMENT.

Niederauer, Henry	1894	Chief Engineer.
McCready, Alexander	1895	Engineer.

	Entered.	Position.
Malone, John P. . . .	1895	Engineer.
O'Neill, Harry	1896	"
Zittel, George, Jr. . . .	1891	"
Herland, Nils J. . . .	1895	Fireman.
Moran, John A. . . .	1894	"
Karlson, Charles W. . . .	1896	Book Motors.
* Williams, John L. . . .	1886	Janitor.
Kilmurry, William	1894	Assistant Janitor.
McCarty, Dennis	1888	Watchman.
McGee, Alexander D. . . .	1896	Painter.
Wall, Frank A. . . .	1897	Carpenter.
Hanna, William T. . . .	1895	Marble polisher.
Goode, Robert	1895	Elevator. }
Whisnant, William B. . . .	1895	Coat room. }

EAST BOSTON BRANCH.

	Entered.	Grade.
Flanders, Emma W. . . .	1888	C.
Wing, Alice M. . . .	1873	C.
Bickford, Lillian A. . . .	1891	D.
Hosea, George H. . . .	1873	Janitor.

SOUTH BOSTON BRANCH.

Bullard, N. Josephine	1883	C. Special.
Eaton, Ellen A. . . .	1873	C.
Sampson, Idalene L. . . .	1878	C.
McQuarrie, Annie C. . . .	1894	D.
Orcutt, Alice B. . . .	1887	D.
Parker, Helena L. . . .	1889	D.
Baker, Joseph	1872	Janitor.

ROXBURY BRANCH.

Bell, Helen M. . . .	1878	C. Special.
Berry, Elizabeth C. . . .	1883	C.
Puffer, Dorothy	1878	C.
Griggs, Sarah W. . . .	1886	D.
Lynch, Gertrude A. . . .	1894	D.
Monahan, William	1883	Janitor.

CHARLESTOWN BRANCH.

Cartee, Elizabeth F. . . .	1886	C. Special.
Livermore, Mrs. Susan E. . . .	1885	C.
Reagen, Elizabeth R. . . .	1895	C.
O'Neill, Margaret M. . . .	1892	D.
Rogan, Katharine S. . . .	1896	D.
Smith, Thomas E. . . .	1874	Janitor.

BRIGHTON BRANCH.

	Entered.	Grade.
Rice, Harriet	1896	C. Special.
Conley, Ellen F. . . .	1891	C.
England, George A. . . .	1896	C.
Dale, M. Florence	1895	D.
Brock, James M. . . .	1878	Janitor.

DORCHESTER BRANCH.

Reed, Mrs. Elizabeth T. . . .	1873	C. Special.
Griffith, Mary E. . . .	1886	C.
Donovan, Mary G. . . .	1891	D.
Hufton, Nellie E. . . .	1896	D.
Meffen, Margaret	1892	D.
Davenport, Edward	1875	Janitor.

SOUTH END BRANCH.

Sheridan, Margaret A. . . .	1875	C. Special.
McGrath, Amelia F. . . .	1888	C.
Lynch, Emma F. . . .	1885	D.
Meehan, Margaret F. . . .	1893	D.
Mulloney, William J. . . .	1892	D.

JAMAICA PLAIN BRANCH.

Swain, Mary P. . . .	1877	C. Special.
Riley, Nellie F. . . .	1878	C.
Albert, Katie F. . . .	1892	D.
Johnson, Timothy	1876	Janitor.

WEST END BRANCH.

Davis, Mrs. Eliza R. . . .	1877	C. Special.
Barton, Margaret S. . . .	1885	C.
Forbes, George W. . . .	1896	C.
McKirdy, Alice E. . . .	1896	C.
Mooney, Katharine G. . . .	1885	C.
Riley, Mary E. . . .	1891	D.
Kiley, Mary E. . . .	1896	D.
Porter, Frank C. . . .	1896	D. Runner.
Rossiter, John	1896	Janitor.

WEST ROXBURY BRANCH.

Morse, Carrie L. . . .	1890	D. Special.
Carroll, Joseph	1894	Janitor.

DELIVERY STATIONS.

Station.	Custodian.	Grade.
A. Lower Mills Reading Room.....	Hill, M. Addie.....	D. Special.
B. Roslindale Delivery Station.....	Davis, William W.	
C. West Roxbury Branch.....	See above.....	
D. Mattapan Reading Room.....	Capewell, Mrs. Emma G.,	D. Special.

Station.	Custodian.	Grade.
E. Neponset Delivery Station.....	Savil, Susan.	
F. Mt. Bowdoin Reading Room.....	Fairbrother, Mrs. Eliz. G.,	D. Special.
G. Allston Delivery Station.....	Sampson & Padelford.	
H. Ashmont Delivery Station.....	Weymouth, Clara E.	
J. Dorchester Sta. Delivery Station..	Sexton, Mrs. Annie M.	
K. Bird-st. Delivery Station.....	Hoare, Mrs. Esther G.	
L. No. Brighton Reading Room.....	Muldoon, Katherine F.,	D. Special.
M. Crescent ave. Delivery Station....	Johnson, Charles E., & Co.	
N. Blue Hill ave. Delivery Station...	Riker, Mrs. S. A.	
P. B'way Extension Delivery Station.	Ward, Langdon L.	
Q. Upham's Corner Delivery Station..	Bird, Mrs. Thomas H.	
R. Warren-st. Delivery Station.....	Mowry, Albert D., & Co.	
S. Roxbury Crossing Delivery Station.	In Charge Boys' Institute.	

EVENING AND SUNDAY SERVICE.

6 P.M. TO 10 P.M. WINTER SCHEDULE.

SUNDAYS, 2 TO 10 P.M.

BATES HALL.

Officer in Charge.	Hours.
Chevalier, Samuel A. See Issue Department	8
Fleischner, Otto. See Special Libraries	8
Hunt, Edward B.	8
Swift, Lindsay	8
Assistant.	
Roffe, William G. T.	14½
Walsh, William A. See Fine Arts	10½
Central Desk.	
Buckley, Pierce E.	12
Williams, David L.	20
Care of Reference Books.	
Heimann, Albert E.	32
Care of Lower Tube.	
Pitts, James A.	16
Lucid, John F.	9
Runner.	
Beckford, Fred A.	25

ISSUE DEPARTMENT.

Officer in Charge.	
Blaisdell, Frank C.	20
Chevalier, Samuel A. See Bates Hall	12
Receiver of Books.	
Blaisdell, Fred W.	25
Deliverer of Books.	
Reardon, John H.	16
Clarke, William S. See Indicator. Runner	9
Care of Indicator.	
Clarke, William S. See Deliverer of Books. Runner,	16
Hannigan, Walter T. See Care of Tubes	9
Care of Slips.	
Heimann, Otto A.	7
Hughes, John A.	18
Care of Tubes.	
Hannigan, Walter T. See Indicator	16
Plunkett, Albert J. See Runner	9

Care of Carriers.		Hours.
Hannigan, Frank J.		25
Runners.		
Campbell, Charles D.		25
Clarke, William S. See Indicator. Deliverer of Books.		7
Connors, Timothy J.		25
Currier, Ulysses S. G.		7
Doyle, Charles A.		25
Ford, Daniel J.		32
Glover, John H.		16
Gorman, John E.		16
Hardy, Charles A.		16
Hughes, Thomas F.		9
McFarland, Peter V.		9
Martin, D. Clifford		25
Plunkett, Albert J. See Care of Tubes		7
Tenny, Robert M.		25
Weller, Waldo W.		25

SPECIAL LIBRARIES FLOOR.

In Charge.

Fleischner, Otto. See Bates Hall	5
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BARTON LIBRARY.

In Charge.

Lee, Francis W.	20
Tiffany, Edward	12

Assistant.

Leonard, Michael F.	12½
Ward, John A.	12½

FINE ARTS DEPARTMENT.

In Charge.

Walsh, William A. See Bates Hall Assistant	17
Bourne, Frank A.	12

Assistant.

McFarland, Thomas A.	12½
Ward, Joseph W.	12½

PERIODICAL ROOM.

Connors, John F.	32
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REGISTRATION DESK.

Fallon, William E.	21½
Keenan, John J.	3½

PATENT ROOM AND JUVENILE LIBRARY.

Attendant.

Hemstedt, William P.	16
Mooney, George V.	16

Assistant.

Hours.

Trueman, Nelson G.	25
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NEWSPAPER ROOM.

Attendant.

Brennan, T. Frank	16
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Connor, George H.	16
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REPLACEMENT OF BOOKS.

Barry, Edward F.	12½
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McCarthy, Michael, Jr.	12½
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APPENDIX XI.

SYSTEM OF SERVICE

AS IN FORCE FEBRUARY 1, 1897.

The system of graded service with provision for examinations as set forth in Article VI. of the By-laws quoted below was adopted by the Trustees in April, 1895. Employees then in the service were graded thereunder. The application of the system to such employees was, however, made with this proviso, that it should not of itself entitle any employee to an increase of salary nor subject him to a decrease. In some cases, therefore, the salaries of present employees do not yet accord precisely with the salaries of the grades under which they are classed. But increases of salary that may be recommended on the ground that the service rendered is entitled to higher pay will be made only in accordance with the scheme. And all promotions, as well as new appointments, will be made in accordance with the scheme.

EXTRACTS FROM BY-LAWS.

ARTICLE V., SECTION 1. — *Examinations.* Semi-annually, or oftener if expedient, examinations shall be held under the direction of the Librarian, for admission, by promotion or otherwise, to all grades of employment in the Public Library, except the positions of Librarian, Assistant Librarian, Librarian's Secretary, Auditor, Chief Cataloguer, Chief of Shelf Department, Custodian of Bates Hall, Chief of Ordering Department, Chief of Issue Department, Supervisor of Branches and Stations, Chief Engineer, Chief of Printing Department, and Chief of Bindery.

From the list of those persons who have successfully passed the examinations of the grade in which they seek employment, appointments shall be made by the Trustees upon nomination by the Librarian in consultation with the head of the department in which the appointment is to be made.

ARTICLE V., SECTION 2. — *Vacations and Other Absences.* All persons regularly employed in the library, except persons employed in the Engineer's or Janitor's departments, or in the Bindery, shall be entitled to a vacation at the rate of twenty-four days for each year in the service, exclusive of legal holidays and of the weekly half-holiday allowed by the city ordinance, to be arranged by the Librarian. No allowance shall be made for absence from duty except as above provided.

SECTION 3. The President or Librarian shall have power to suspend, with loss of pay, any person in the library service until the first succeeding meeting of the Corporation.

The following notice and application blank are furnished to applicants for employment in the library service.

NOTICE TO APPLICANTS FOR EMPLOYMENT.

Applications must be made upon the printed blanks furnished by the library. Examinations for applicants will be held from time to time as the needs of the service may require. Each applicant will be notified of the examination to be held next after the filing of his application.

The examinations are not strictly competitive. Other capacities being equal, preference will be given to persons attaining the highest mark; but in making selections from among those who have taken the examination, other elements of fitness for the particular positions to be filled will be taken into account.

The purpose of the examination being not to test the intelligence of the applicants by an absolute standard, but rather to range the applicants according to the relative intelligence displayed by them, no absolute pass-mark is fixed; nor is any certificate or diploma given, but candidates will, if they desire, be informed of their relative rank among those who have taken examinations for the same grade.

The examination, moreover, is regarded as a preliminary test merely. It must be followed by a test of capacity in actual service during a probationary period. And all appointments to the service, even where carrying pay, are provisional and conditioned upon proof of capacity for the particular positions to be filled as shown in actual service.

The entire library service (excepting the Engineer, Janitor, and Printing Departments and the Bindery; and the Sunday and Evening service which is paid by the hour) is divided into grades. Each grade begins with a minimum salary and progresses to a maximum. The maximum reached, no further increase is possible, except by promotion to a higher grade. Such promotion also is based upon an examination, combined, however, with certificate of capacity from the head of department in which the employee has served.

The ordinary grades are supposed to provide for positions where academic knowledge is necessary; the special grades for those positions where special capacities (as knowledge of type-writing, executive ability, etc.) are more particularly required.

The grades are as follows:

	1st year, per week.	2d year, per week.	3d year, per week.	4th year, per week.
Grade E . . .	\$3 50	\$4 00	\$4 50	
" D . . .	5 00	6 00	7 00	
" D (for runners)	5 00	5 50		

		1st year, per week.	2d year, per week.	3d year, per week.	4th year, per week.
Grade C	.	\$7 50	\$8 50	\$9 50	\$10 50
" B	.	11 00	12 00	13 00	14 00
" A	.	16 50	17 50	18 50	19 50
" D Special		7 00	8 00	9 00	10 00
" C	"	12 00	13 00	13 50	
" B	"	14 00	15 50	17 50	
" A	"	23 50	25 50	27 50	

It is expected that vacancies in Grade A will be filled by promotion from Grade B after examination.

Persons who have entered the library service as runners in Grade E and are certified by the head of the department to have performed satisfactorily the duties of Grade E and to have acquired a knowledge of location requisite for Grade D, may, upon recommendation of the Librarian, at the end of six months from the date when they entered the service, be promoted to Grade D.

The qualifications for the various general grades so far as the requirements of the general examination are concerned are as follows:

Grade A.

Knowledge of Foreign Languages.
General History and Literature.
Library Science.
Experience in this library.

Grade B.

Knowledge of at least two Foreign Languages.
General History and Literature.
Library Science.

Grade C.

Equivalent of High School Education.
Knowledge of one Foreign Language.

Grade D.

Equivalent of Grammar School Education.
Knowledge of location and system in this Library.

Grade E.

Equivalent of Grammar School Education.

Applicants for positions in the higher grades must satisfy the examiners of their ability to pass the examinations for all the grades below that for which they make application.

To the above general qualifications must be added in each case such special qualifications as may be requisite for the particular positions to be filled.

HERBERT PUTNAM,
Librarian.

APPLICATION BLANK.

I hereby make application to be examined for a position in Grade _____ of the Public Library service of the City of Boston.

As part of my application I declare the answers to the following questions to be true and in my own handwriting.

Each question must be answered or the blank will be returned.

1. Are you married or single?
2. Where do you reside and what is your post-office address? (Give town or city, including street and number.)
3. How long have you been a resident of said city or town?
4. What is the date and place of your birth?
5. What is your father's and mother's full name? Give name, whether living or dead.
6. Have you ever been examined for the public service in any State or city? If so, when, where, for what branch and grade of the service, and with what result?
7. Are you in good health? Have you any mental or physical incapacity of which you are aware?
8. What is your present occupation and what has been your past occupation? Give places and dates of employment as near as you can.
9. In what schools, academy, or college were you educated? Give the name and length of course in each.
10. Have you any experience, or do you possess any special qualifications, such as a knowledge of book-keeping, stenography, typewriting, foreign languages, or a familiarity with other branches of knowledge, which, in your opinion, would be useful in the service of the Public Library, and not included among the requirements for the grade in which you are an applicant?

[Signature].....

Boston, _____, 189

When filled out, fold THrice and return to the Librarian of Public Library. Enclose any recommendations you desire to submit.

APPENDIX XII.

CORRESPONDENCE.

25 BUCKINGHAM STREET, CAMBRIDGE, February 11, 1896.

HERBERT PUTNAM, ESQ.

DEAR SIR: I desire to give to the Boston Public Library a special collection of books, now amounting to nearly one thousand, and bearing on the general subject of the History of Woman. I would make only the condition that these should be placed, at least for the present, in an alcove or alcoves by themselves, in the hope that they may be used freely by students, and that other donors may gradually coöperate in building up a department of some permanent value.

It is needless to say that I should not desire to see any general separation in any library between works relating to men, and works relating to women, as this would be a thing absurd and impracticable. But the great changes that have gone on within recorded history in the social, industrial and educational position of woman, render all this an important theme for special study, and a proper basis for a separate department in every large library. It is such a department that I desire, with the aid of others, to establish; and I am very confident that it will find special students to whom it will be of value. Indeed, this has proved to be the case more than once while these books have been under my own roof.

I am not aware that such a department has before been created in any public library, though one or two college libraries in our Western States have been mentioned as beginning on similar collections. Several large collections of books written by women have been made in Europe; and among my books there are printed catalogues of two of these, both now scattered, the Ferri and the Stainforth Libraries. But both these contained the works of women only—not works *about* women; and the same was the case with the remarkable library of women's writings which I visited in the Women's Building at Chicago, and most of whose contents are still kept together, I believe, in that city. None of these, therefore, were general collections like that at which I aim.

The collection has hitherto borne the name of "The Galatea Collection of Books relating to the History of Woman," and is roughly catalogued under that appellation; but I do not in the least require that this name should be made permanent, nor do

I make any other condition whatever. I am satisfied that the authorities of the Boston Public Library will fully consider the suggestions already made, and will, if they accept the gift, carry out these suggestions wisely. The books have been in process of collection for nearly fifty years, and include a good many that are rare and curious. They are in a variety of languages, and many of them would now be duplicated with difficulty. The question how far they should be used inside the building and how far outside must be left wholly to your judgment.

The bulk of these books can be delivered ere long if they are accepted; but I may wish that some of them may be temporarily retained for my own use or that of my family. I desire to add that I am influenced in making this gift, such as it is, not only by the conviction that it is the best use to be made of the collection, but by a warm regard for the Boston Public Library itself; having received from it many favors in years past and having as a member of the Legislature taken an active part in securing for it the piece of land on which its present building stands.

I am yours very respectfully,

(Signed) THOMAS WENTWORTH HIGGINSON.

MT. BOWDOIN LIBRARY ASSOCIATION,
BOSTON, MASS., February 27, 1896.

To the Trustees of the Boston Public Library:

GENTLEMEN: At a meeting of the Mt. Bowdoin Library Association held on the 26th day of February, 1896, it was unanimously

“*Resolved*, That the books, book-cases and furniture belonging to this association be presented to the Boston Public Library, and that the president and secretary be authorized and requested to execute the necessary conveyance in the name of the association.”

In compliance with this resolution, the Mt. Bowdoin Library Association hereby gives and transfers to the Trustees of the Boston Public Library its books, comprising upwards of 800 volumes, its book-cases, desks, tables, chairs, curtains, furniture and fixtures, all being in the Mt. Bowdoin reading-room.

THE MT. BOWDOIN LIBRARY ASSOCIATION.

By (Signed) WILLIAM BELLAMY, *President*.
(Signed) J. L. HARBOUR, *Secretary*.

41 MARLBOROUGH STREET, May 6, 1896.

To the Trustees of the Boston Public Library:

GENTLEMEN: I wish to offer to the Boston Public Library a portrait of my father, to be placed in the room where the Tick-

nor Library is kept. It is an excellent copy of a painting, by Thomas Sully of Philadelphia, executed in 1831; and represents Mr. Ticknor at the age of forty, in the prime of life; differing, therefore, from the portraits at present, more familiar to the public, which represent him as an old man of seventy-six. Sully's painting shows him as he was during the period when he collected the books which form the Ticknor Library of Spanish and Portuguese works.

I will send the painting, which I desire to present to the library for your inspection. It is by Mr. George Sloane, of this city, and I consider it an admirable copy.

It will need a tablet to be affixed to it, giving name and age of the subject, which I will provide later.

Truly yours,

ANNA ELIOT TICKNOR.

September, 22, 1896.

Hon. Josiah Quincy, Mayor:

DEAR MR. QUINCY: I have been appointed executor of the will of Bessie S. Lockwood, of Cambridge, whose husband, Hiland Lockwood (who died in September, 1874), was for many years a resident of Boston. By her will, she bequeaths to the city of Boston her husband's large and valuable library, the same to be added to the Boston Public Library.

At some time, which may be mutually convenient, I shall be ready to transfer this library to the proper city official.

Very truly yours,

(Signed)

FRANK O. SQUIRE.

TERMS OF BEQUEST.

"Fourth. To the city of Boston I bequeath my library, to be added to the Public Library."

CHICAGO, November 7, 1896.

MR. HERBERT PUTNAM:

I do not wish to abandon my project of a memorial donation to the Boston Public Library, and I submit the following proposition:

I will donate the sum of ten thousand dollars (\$10,000) to the Boston Public Library, the *income* of this sum to be employed in the purchase of *valuable rare editions* of the writings — either in verse or prose — of American and of foreign authors. Original manuscripts may be included in the collection.

I will not make it a condition that these books and manuscripts shall be cared for as a separate collection, nor will I restrict them absolutely from circulation.

I desire each of the books to have a distinctive book-plate, that shall declare them to be a part of the Longfellow Memorial Collection.

Very truly,

(Signed) VICTORINE THOMAS ARTZ.

THE METROPOLE.

CITY OF BOSTON,

IN COMMON COUNCIL, November 19, 1896.

Ordered, That the City Treasurer be, and he hereby is, authorized, in behalf of the city, to accept the legacy of twenty-five hundred (2,500) dollars from the estate of the late Charles Mead of this city, the same to constitute a trust fund to be designated "The Charles Mead Trust Fund," for the promotion of the objects of the Public Library, in such manner as the government of said library shall deem best, and so far as said government shall deem it consistent with the objects of the library to be used for the benefit of the South Boston Branch Library; and it is further

Ordered, That the Treasurer invest and reinvest said sum, and pay the income thereof for the purpose of the Public Library, as designated by the Trustees of the Public Library of the city of Boston.

Passed. Sent up for concurrence.

IN BOARD OF ALDERMEN, November 23, 1896.

Concurred.

Approved by the Mayor, November 25, 1896.

A true copy.

Attest:

(Signed)

JOHN T. PRIEST,

Asst. City Clerk.

APPENDIX XIII.

GIFTS, JANUARY 31, 1896, TO JANUARY 31, 1897.

(BOOKS ONLY.)

See also the Reports of the Trustees and Librarian, pp. 5, 24.

Givers	1,545
Volumes	22,185
Numbers	9,159

	Vols.	Nos.
Abbott, Samuel A. B.	1	
Abbott, Dr. W. C., <i>Rarenswood, Chicago, Ill.</i>	1	
Academia Mexicana de Ciencias Exactas Físicas y Naturales, <i>Mexico</i>	1	
Academia Nacional de Medicina, <i>Lima, Peru</i>	2	15
Académie Impériale des Sciences, <i>St. Petersburg, Russia.</i>	9	
Academy of Natural Sciences, <i>Philadelphia, Pa.</i>	1	
Academy of Science of St. Louis, <i>St. Louis, Mo.</i>		6
Actors' Fund of the U. S. of America	1	
Adams, Prof. J. Q., <i>Philadelphia, Pa.</i>	1	
Adams Academy, <i>Quincy, Mass.</i>	1	
Aguilar Free Library, <i>New York City</i>	1	
Alabama Agricultural Experiment Station, <i>Auburn, Ala.</i>		12
Alabama Geological Survey, <i>University, Ala.</i>	1	1
Alden, James S., <i>Passaic, N.J.</i>	1	
Alfred University, <i>Alfred, N.Y.</i>	1	1
Allen, Charles E., <i>Cedar Grove, Maine</i>	1	
Allen, Edward G., <i>London, England</i>	10	
Allen, Rev. G. H., <i>D.D., Cambridge, Mass.</i>	1	
Allen, Henry F.	238	
Aluminum World, Publishers of, <i>New York City</i>	1	
American Academy of Arts and Sciences	2	2
American Academy of Political and Social Science, <i>Philadelphia, Pa.</i>	4	
American Antiquarian Society, <i>Worcester, Mass.</i>	4	2
American Anti-Vivisection Society, <i>Philadelphia, Pa.</i>	1	
American Association for the Advancement of Science, <i>Salem, Mass.</i>	1	
American Baptist Home Mission Society, <i>New York City.</i>	1	
American Bar Association, <i>Philadelphia, Pa.</i>	1	
American Bible Society, <i>New York City</i>	1	6
American Catholic News, <i>New York City</i>	1	
American Citizen Company	1	
American Climatological Association, <i>Philadelphia, Pa.</i>	2	
American Colonization Society, <i>Washington, D.C.</i>	1	
American Conference on International Arbitration, <i>New York City</i>	1	
American Congregational Association	1	
American Electric Meter Company, <i>Philadelphia, Pa.</i>	1	
American Forestry Association, <i>Washington, D.C.</i>		1
American Historical Association, <i>Washington, D.C.</i>	1	
American Homes Publishing Company, <i>Knoxville, Tenn.</i>	1	

	Vols.	Nos.
American Humane Association, <i>Chicago, Ill.</i>	8	
American Humane Association on Vivisection in America, Special Committee, <i>Providence, R.I.</i>	3	
American Institute of Architects, <i>Providence, R.I.</i>	2	
American Institute of Mining Engineers, <i>New York City.</i>	1	
American Iron and Steel Association, <i>Philadelphia, Pa.</i>	1	4
American Jewish Historical Society, <i>Washington, D.C.</i>	3	2
American Laryngological Association, <i>Washington, D.C.</i>	1	
American Millennial Association	1	
American Missionary Association, <i>New York City</i>	1	
American New Church Tract and Publication Society, <i>Philadelphia, Pa.</i>	1	
American Nonconformist, <i>Indianapolis, Ind.</i>	1	
American Otological Society, <i>New Bedford, Mass.</i>	1	
American Peace Society	1	2
American Philosophical Society, <i>Philadelphia, Pa.</i>	8	1
American Printing House for the Blind, <i>Louisville, Ky.</i>	33	
American Society of Civil Engineers, <i>New York City</i>	2	5
American Society of Irrigation Engineers, <i>Denver, Col.</i>	1	
American Society of Railroad Superintendents, <i>Asbury Park, N.Y.</i>	3	
American Surgical Association, <i>Philadelphia, Pa.</i>	1	
American Veterinary College, <i>New York City</i>	1	
Amerikanische Turnzeitung, <i>Milwaukee, Wis.</i>	1	
Ames, Mrs. Adelbert, <i>Lowell, Mass.</i>	2	
Ames, John N., <i>Chelsea, Mass.</i>	1	
Amherst College, <i>Amherst, Mass.</i>	6	
Ancient and Honorable Artillery Company of Mass.	1	
Andover Theological Seminary, <i>Andover, Mass.</i>	2	
Angell, George T.	12	
Anonymous	192	1
Apollo Club of Boston	1	
Appalachian Mountain Club	4	
Appleton, W. S. 3 portraits	3	
Apprentices' Library Company of Philadelphia, <i>Philadelphia, Pa.</i>	1	
Arbetaren Publishing Co., <i>Worcester, Mass.</i>	1	
Argentine Republic. Oficina Meteorológica Argentina, <i>Buenos Aires, S.A.</i>	1	
Argentine Republic, Consul in Boston	7	
Argus (Swedish)	1	
Arizona Agricultural Experiment Station, <i>Tucson, Arizona</i>	9	
Arms, Miss Jennie M.	2	
Arnold Arboretum	13	
Arnold, Howard P.	11	
Aron, Joseph, <i>Paris, France</i>	1	
Art Club of Philadelphia, <i>Philadelphia, Pa.</i>	2	
Arundel Society, <i>London, England</i>	1	
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